



City of Summit  
Dept. of Community Services  
908-273-6407

# Sign Permits

## STEPS TO FOLLOW:

- **Submit Construction Application & Drawings**
  - **Process for Zoning Review and Approval**
  - **Obtain Construction Permit**
  - **Install Sign and Call for Inspections**
- 1) Submit the following items for review:
    - a) An exact copy of the property survey showing the location of the proposed sign(s).
    - b) An itemized list of all existing signs on the building, including area of each sign.  
(See Sign Permit Application Worksheet that follows)
    - c) Drawings (2 sets, drawn to scale) of the proposed sign(s).
      - i) Elevations – side and/or front views
      - ii) Plan view – for projecting or ground signs
      - iii) Construction details
    - d) Construction application package (available at City Hall, 2<sup>nd</sup> floor),
      - i) Folder and permit form
      - ii) Building subcode form
      - iii) Electrical subcode form (if needed).
  - 2) Zoning officer will review for compliance with *Development Regulations (zoning) Ordinance*. If there are questions, the zoning officer will call the applicant.
    - a) Zoning is approved – the application is forwarded to the construction office for code compliance review.
    - b) Zoning is denied – the application is placed “on hold” and we send a letter to the applicant, detailing the zoning variances needed.
  - 3) After application is approved for zoning and for construction code, the applicant is notified of the fee amount and to pick up the permit
  - 4) Proceed with installation – the applicant is responsible for obtaining all required inspections.

Department of Community Services  
512 Springfield Avenue – City Hall – 2<sup>nd</sup> Floor  
Summit, New Jersey 07901

**City of Summit**  
**SIGN PERMIT APPLICATION WORKSHEET**

Business Name : \_\_\_\_\_

Address: \_\_\_\_\_

Applicant's Name \_\_\_\_\_ Telephone \_\_\_\_\_

1. Attach photo or photos showing the exterior walls of the entire building (not just the tenant space).

2. Measure the length of the entire building fronting the street(s).

Street name: \_\_\_\_\_ Length: \_\_\_\_\_

Street name: \_\_\_\_\_ Length: \_\_\_\_\_

Street name: \_\_\_\_\_ Length: \_\_\_\_\_

3. Measure and list all existing signs on the entire building that are to remain. List them by name, give their dimensions and their area:

Existing Sign 1: \_\_\_\_\_

Existing Sign 2: \_\_\_\_\_

Existing Sign 3: \_\_\_\_\_

Existing Sign 4: \_\_\_\_\_

Existing Sign 5: \_\_\_\_\_

Existing Sign 6: \_\_\_\_\_

Existing Sign 7: \_\_\_\_\_

Existing Sign 8: \_\_\_\_\_

4. What is the total area of all signs to remain? \_\_\_\_\_ square feet

5. Provide two scaled drawings of the proposed sign(s); show the dimensions and area of the proposed sign(s).

New Sign 1: \_\_\_\_\_

New Sign 2: \_\_\_\_\_

New Sign 3: \_\_\_\_\_

New Sign 4: \_\_\_\_\_

6. What is the total area of all proposed signs? \_\_\_\_\_ square feet

7. The area of all signs, existing and proposed is \_\_\_\_\_ square feet

8. Other information ? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## City of Summit

### SIGN REGULATION EXCERPTS FROM THE ZONING ORDINANCE

#### **Definitions:**

**SIGN** - Any device, fixture, placard or structure visible from the right-of-way that uses color, form, picture, display, graphic, illumination, symbol or writing to advertise, attract attention to, announce the purpose of, or identify a person, entity or thing, or to communicate any information to the public.

**SIGN, ADVERTISING** - A sign which advertises or otherwise directs attention to a use, business, products, commodity, service, activity or entertainment manufactured, conducted, sold or offered elsewhere than on the premises where such sign is located.

**SIGN, BUILDING** - Any sign attached to any part of a building below the roof line. Building signs include window signs and canopy signs.

**SIGN, CANOPY** - Any sign on or attached to, an awning, marquee, or canopy, fixed or movable, projecting from a building.

**SIGN, FREESTANDING** - Any sign supported by structures or supports that are placed on or anchored in the ground and that are independent from any building or other structure.

**SIGN, TEMPORARY** - Any sign in place for 30 days or less.

**SIGN, WINDOW** - Any sign that is placed within a window or upon the window panes or glass or is visible from the exterior of the window.

**SIGN, WINDOW, PERMANENT** - Any window sign that is painted directly on the window glass with permanent paint, or that is mounted by bolts or screw, or otherwise in a permanent fashion, on a permanent structure.

#### 5.2-19 Signs

- A. Purpose: To provide each business enterprise with equal visibility, it must be protected from being masked by overhanging signs or virtually obliterated by nearby signs of incongruous shape, size, design or device. The appearance and visual peace of the community must also be protected by prevention of devices which tend to make the diversion of attention an involuntary act.
- B. Sign permit exemptions. Exemptions shall not be construed as relieving the owner of such signs from the responsibility of complying with applicable provisions of this Chapter. The exemption shall apply to the requirement for a sign permit only. Permits shall be required except for the following exemptions:
  - 1. Any public notice or warning required by a valid and applicable federal, state, county or local law, regulation or ordinance.
  - 2. Any sign which is inside a building, not attached to a window or door, and is not readable from a distance of more than three (3) feet beyond the lot line of the lot or parcel nearest to where such sign is located.
  - 3. Holiday lights and decorations with no commercial message.
  - 4. Any sign indicating the name of a building and/or date of construction and/or other incidental information about its construction, which sign is cut into a masonry surface or made of bronze or similar permanent material including historic tablets,

cornerstones, memorial plaques and emblems which do not exceed four (4) square feet in area from a single viewpoint.

5. Traffic control signs on private property, the face of which meets the Department of Transportation standard, and which contain no commercial message of any sort.
  6. Flags of the United States, New Jersey, the City of Summit, foreign nations having diplomatic relations with the United States, other flags adopted or sanctioned by an elective legislative body of competent jurisdiction and flags flown in conjunction with the flag of the United States. A flag's area shall be in reasonable proportion to the length of the pole from which it is displayed. The pole shall not exceed forty (40) feet in height. The statutory requirements associated with flags and generally accepted standards of flag display etiquette shall be observed.
  7. Pump-mounted fuel price informational signs subject to the following:
    - a. Only one fuel price informational sign shall be permitted per fuel pump.
    - b. Fuel price informational signs shall be limited in size to an area of two hundred sixteen (216) square inches in accordance with State and Federal regulations.
    - c. Each fuel price informational sign shall be affixed directly and firmly to a fuel pump and shall be stationary.
    - d. Nothing herein shall be construed to prohibit the advertisement of fuel prices on any other sign meeting the requirements of this section.
  8. U.S. Postal regulation mailboxes.
- C. Permit Procedure: No sign except those exempted above shall be placed, constructed, or erected or modified unless a sign permit shall have been obtained from the Zoning Officer and, where required by the New Jersey Uniform Construction Code, a building permit shall have been obtained from the Construction Official.
- D. Measurement of sign area
1. Measurement of area of individual signs. The area of a sign shall be computed by determining the smallest square, circle, rectangle, or triangle that will encompass the extreme limits of the writing, graphic illustration, picture, symbol or other display, together with any material or color forming an integral part of the background of the sign and used to differentiate the sign from the backdrop or structure against which it is placed, but not including any supporting framework. No sign shall have more than two (2) display faces. The sign area for a sign with two (2) faces shall be computed by adding together the area of all sign faces visible from any one (1) point. When a sign having two (2) faces is such that both faces cannot be viewed from any point at the same time, the sign area shall be computed by the measurement of the larger of the two (2) faces. For purposes of calculating window signs, a window shall be considered the glazed area. Signs which are required by County, State or Federal agencies are

exempt from the signage calculation up to the minimum size required by such agencies. The area of the sign in excess of the minimum shall be subject to the sign calculation. In the event that no size requirement is imposed by such agency, the sign shall not exceed one (1) square foot.

2. Measurement of height. The height of a freestanding sign shall be computed as the distance from the normal grade to the top of the highest attached component of the sign. Normal grade shall be construed to be the lower of existing grade prior to construction or the newly established grade after construction, exclusive of any filling, berming, mounding or excavation solely for the purpose of locating the sign. In cases in which the normal grade cannot reasonably be determined, sign height shall be computed on the assumption that the elevation of the normal grade at the base of the sign is equal to the elevation of the nearest point of the crown of a public road or the grade of the land at the principal entrance to the principal structure on the lot, whichever is lower.

E. General regulations

1. Signs shall be in harmony and consistent with the architecture of the building and relate to the features of the building in terms of location, scale, color, lettering, materials, texture and depth. Signs shall not be dominant but shall be proportionate and shall complement the building, existing signs and surroundings.
2. There shall be consistent sign design throughout a particular project. The design elements include style of lettering, construction material, size and illumination.
3. Freestanding signs shall be integrated with the landscaping on site.
4. Building signs shall not obscure, conflict with or cover any architectural element and must be aligned with major building elements such as windows, trim and structure lines.
5. No sign shall extend or project above the elevation of the first story or 17 feet whichever is less, nor shall it extend above the highest elevation of the existing wall to which it is attached.
6. No electric wiring associated with a sign shall be visible to public view.
7. Illuminated signs.
  - a. Internally illuminated signs shall have characters, letters, figures and designs which are illuminated by electric lights as part of the sign proper.
  - b. Signs lit by external sources shall be allowed but shall be located in such a manner so as to avoid any glare on adjacent property. Sources of sign illumination shall be completely shielded from the view of vehicular traffic using the road or roads abutting the lot on which the sign is located.

- c. External lights used for the illumination of any sign on a building whether or not such light fixtures are attached to or separate from the building, shall not extend above the highest elevation of the front wall of the building or more than eighteen (18) feet above the street level of the premises, whichever is less.

F. Prohibited signs

1. No off-site advertising sign shall be erected, used or maintained within the City of Summit; provided, however, that this regulation shall not apply to temporary signs, otherwise permitted by this subsection, that advertise special events sponsored by non-profit social, religious, political or cultural organizations or institutions.
2. No signs shall be placed on or suspended between fences, utility poles, trees, railway or road bridges, bridge supports or abutments, retaining walls, water towers or other such locations, or suspended between buildings, unless approved by the Common Council.
3. No roof sign, known also as "sky sign", shall be allowed.
4. No sign shall be lighted by means of a flashing light, nor shall any sign be in whole or in part moving, mobile or revolving or electrically or mechanically activated.
5. No sign shall be allowed with optical illusion of movement by means of a design which presents a pattern capable of reverse perspective, giving the illusion of motion or changing of copy.
6. No commercial sign shall be allowed in a window which serves a residential use.
7. No signs shall be allowed on any street furniture.
8. No signs shall be allowed that are placed on or affixed to vehicles and/or trailers which are parked on a public right-of-way, public property or private property so as to be visible from a public right-of-way where the apparent purpose is to advertise a product, service or activity or direct people to a business or activity located on the same or nearby property. This is not intended, however, to prohibit signs placed on or affixed to vehicles or trailers where the sign is incidental to the primary use of the vehicle or trailer.
9. No sign shall be allowed which obstructs any window or door opening used as a means of egress, interferes with an opening required for ventilation, or is attached to or obstructs any standpipe, fire escape or fire hydrant.
10. No sign shall be allowed which obstructs the view of vehicle operators or pedestrians entering a public roadway from any parking area, service drive, public driveway, alley or other thoroughfare.
11. No sign element shall be interpreted as part of the architectural element of the building.
12. No Silhouetted or 3-dimensional signs; i.e., signs lacking a background and having letters, figures, or devices silhouetted against the sky or other open space not a part of

the sign, and/or signs in which objects or representational devices are present in the round, or other than in a plane shall be allowed.

13. No signs in which the colors red and green are used either in direct illumination or in high reflection by the use of special preparation such as fluorescent paint or glass shall be allowed.
14. No sign visible from the public right-of-way, using an arrow or the word "Stop" shall be allowed.
15. No free-standing sign or sign projecting from a building within an area bounded by the intersection of two rights-of-way and points 30 feet from such intersection along the right-of-way shall be allowed.
16. No banners or fluttering bunting shall be allowed.
17. No signs using bare bulbs or tubing shall be permitted.

#### G. Non-conforming Signs

1. No non-conforming sign may be enlarged or altered in a way which would increase its non-conformity. Existing non-conforming permanent signs may continue to exist; however, when the sign is modified either in shape, size, illumination or structure, the sign shall be altered to conform to the provisions of this section.
2. Should any non-conforming sign be damaged by any means to an extent of more than fifty (50) percent of its replacement cost at time of damage, it shall not be reconstructed except in conformity with the provisions of this section.

#### H. Removal of Certain Signs

1. In the event a business ceases operation for a period of time in excess of sixty (60) days, the sign owner or lessee, or the property owner, shall immediately remove any sign identifying or advertising said business or any product sold thereby. Upon failure of the sign owner or lessee, or property owner to comply with this section, the Administrative Officer shall issue a written notice to the sign owner or any lessee and to the property owner, which notice shall state that such sign shall be removed with the following time period:
  - a. Signface: 60 days.
  - b. Posts, columns and supporting structures: one year.
2. If the sign owner or lessee, or property owner, fails to comply with such written notice to remove, the Administrative Officer is hereby authorized to cause removal of such sign, and any expenses incidental to such removal shall be charged to the owner of the property upon which the sign is located and shall constitute a lien upon the property. For the purpose of this section, the word "remove" shall mean:
  - a. The sign face, along with posts, columns or supports of freestanding signs, shall be taken down and removed from the property.

- b. The sign face and supporting structures of projecting, roof or wall signs shall be taken down and removed from the property.
- I. Sign Permit Revocable. All rights and privileges acquired under the provisions of this Chapter or any amendment thereto are revocable at any time if the applicant fails to accurately depict the sign erected or to be erected or if the sign which is erected fails to meet the details or the detailed drawing submitted by the applicant. All such permits shall contain this provision.
- J. Permitted signs and the standards and conditions that govern such signs are set forth in the Sign Matrix at the end of this Article. All other signs are expressly prohibited.

**-- END --**

## SIGN MATRIX

Type	Max. Size (sq. ft.) (includes all signs)	Max. Height (feet)	Max. No.	Min. Setback	Permit Required	Illumination Permitted	Notes
<b>(1) RESIDENTIAL ZONE SPECIFICATIONS</b>							
<b>Permanent Signs</b>							
<i>Single-Family/Two-Family Residences</i>							
Nameplate	1 sq. ft.	--	1	10 ft. from curb line	No	No	
Home Occupations							No signage shall be permitted for a home occupation.
<i>Multi-Family Residences</i>							
Nameplate (per unit)	1 sq. ft.	--	1	On building	No	No	
Freestanding Identification Sign	1 sq. ft. per unit or 24 sq. ft. aggregate, whichever is less	4	1 for each street frontage	10 ft. from curb line	Yes	External illumination only	
Directional	2 sq. ft.	2	--	10 ft. from curb line	Yes	No	
Home Occupations							No signage shall be permitted for a home occupation.
Regulatory	3 sq. ft.	8	--	10 ft. from curb line	Yes	No	
<i>Institutional Uses</i>							
Building	8 sq. ft.	Not higher than first floor or 17 feet, whichever is less	1	10 ft. from curb line	Yes	No	Lettering shall not exceed 6" in height.
Freestanding	12 sq. ft.	4	1 for each street frontage	10 ft. from curb line	Yes	External illumination only	Lettering shall not exceed 6" in height.

## SIGN MATRIX

Type	Max. Size (sq. ft.) (includes all signs)	Max. Height (feet)	Max. No.	Min. Setback	Permit Required	Illumination Permitted	Notes
Directional	2 sq. ft.	2	--	25 feet from curb line	Yes	No	
<b>Temporary Signs</b>							
Real Estate	4 sq. ft.	3	1	25 feet from curb line	No	No	Real estate signs are limited to those offering properties for sale or rental only and must be located on the property.
Institutional	4 sq. ft.	3	1 for each street frontage	25 feet from curb line	No	No	Such sign may be displayed for a period of not more than 15 days before the advertised event and no more than 3 days after the event.
Architects, engineers, builders, painters and similar contractors and tradesmen							Not permitted in any residential zones.

## SIGN MATRIX

Type	Max. Size (sq. ft.) (includes all signs)	Max. Height (feet)	Max. No.	Min. Setback	Permit Required	Illumination Permitted	Notes
<b>(2) NON-RESIDENTIAL ZONE SPECIFICATIONS</b>							
<i>Signs as permitted in residential zones</i>							See residential standards
<b>Permanent Signs</b>							
<i>Building Signs</i>							
Directory Sign	6 sq. ft.	7	1 per building	25 feet from curb line	Yes	No	The size of the letters shall not exceed 6 inches.
CRBD & NB zones	One sq. ft. for each linear foot of tenant frontage	Not more than the height of the first floor or 17 feet, whichever is less	--	--	Yes	Yes	Building signs also include hanging, window, and canopy signs for purposes of total calculation of sign area. Building signs are only permitted on building facades that front a public right-of-way, a public parking lot or an alleyway for which public access is permitted. Permanent signs visible on or through windows are included. No single letter, symbol, or device shall exceed a 30 inch square. Each sign shall be at least 3 feet from side lot boundaries and at least 6 feet from other signs.
B & B-1 zones, all uses except office	1.5 sq. ft. for each linear foot of building width	Not more than the height of the first floor or 17 feet, whichever is less	--	--	Yes	Yes	No single letter, symbol, or device shall exceed a 30 inch square. Each sign shall be at least 3 feet from side lot boundaries and at least 6 feet from other signs.
LI, PROD, RO, PI, H, PL zones	1.5 sq. ft for each linear foot of building width or 60 sq. ft., whichever is less	Not more than the height of the first floor or 17 feet, whichever is less	1 per building	--	Yes	External illumination only	No single letter, symbol, or device shall exceed a 30 inch square. Each sign shall be at least 3 feet from side lot boundaries and at least 6 feet from other signs.

## SIGN MATRIX

Type	Max. Size (sq. ft.) (includes all signs)	Max. Height (feet)	Max. No.	Min. Setback	Permit Required	Illumination Permitted	Notes
ORC	12 sq. ft.	Not more than the height of the first floor or 17 feet, whichever is less	1	--	Yes	External illumination only	No single letter, symbol, or device shall exceed a 30 inch square. Each sign shall be at least 3 feet from side lot boundaries and at least 6 feet from other signs.
<i>Hanging Vertical</i>	6 sq. ft. Also see building signs*	The signs shall be located at least 9 feet above the sidewalk and shall not extend vertically above the window sill of the second story.	1 per tenant	--	Yes	External illumination only	Hanging signs shall only be allowed in the CRBD zone. Hanging signs shall not project more than 3-1/2 feet from the building and must be at a 90 degree angle to the building façade.
<i>Awning/Canopy</i>							
CRBD, B and NB Zones	See building signs*		1	--	Yes	Yes external illumination only	A canopy sign may be placed on the vertical edge of the canopy, marquee or awning provided that no part of said sign extends more than 1 inch beyond the front edge of the canopy marquee or awning. Signage on the canopy shall be calculated as part of the sign area. The bottom of the awning, canopy or marquee shall be at least 8 ft. above the sidewalk or as required by UCC code.
LI, PROD, RO, PI, H, B-1 PL, ORC Zones							No canopy signs shall be permitted.

## SIGN MATRIX

Type	Max. Size (sq. ft.) (includes all signs)	Max. Height (feet)	Max. No.	Min. Setback	Permit Required	Illumination Permitted	Notes
<i>Window</i>							
B, CRBD & NB zones	20% of total glazed area of a storefront or of any individual window also see building signs*	Not more than the height of the first floor, or 17 feet, whichever is less	1 sign per tenant with street frontage		Yes	Yes	No more than one self illuminated window sign shall be placed in any window.
B-1, LI, ORC, PROD, PI, PL, RO zones							Window signs shall not be permitted.
<i>Freestanding</i>							
CRBD							Freestanding signs shall not be permitted.
B, B-1, NB and ORC zones	6 sq. ft. per business or 30 sq. ft., whichever is less. ORC maximum is 12 square feet.	4	1	25 feet from curb line	Yes	External illumination only	The size of the letters shall not exceed 8 inches. The sign shall not be closer than 20 feet to any side boundary line. ORC maximum is 12 square feet.
LI, RO, PI, PL zones	30 sq. ft.	6	1 per building	25 feet from curb line	Yes	External illumination only	The size of the letters shall not exceed 12 inches. The sign shall not be closer than 20 feet to any side boundary line.
Directional (all non-residential zones)	2 sq. ft.	2		25 feet from curb line	Yes	No	The size of the letters shall not exceed 8 inches. The sign shall not be closer than 20 feet to any side boundary line.
<i>Directory Signs</i>							
CRBD	6 sq. ft.	7	1	N/A	Yes	No	The size of the letters shall not exceed 6 inches. The sign must be located on the building.
All other zones	6 sq. ft.	7	1	25 feet from curb line	Yes	No	The size of the letters shall not exceed 6 inches. The sign may be either freestanding or on the building.

## SIGN MATRIX

Type	Max. Size (sq. ft.) (includes all signs)	Max. Height (feet)	Max. No.	Min. Setback	Permit Required	Illumination Permitted	Notes
<b>Temporary signs</b>							
<i>All non-residential zones, except for public garages and motor vehicle service stations</i>	1 sq. ft. for each linear foot of tenant frontage on the street or 15 percent of the 1 <sup>st</sup> story glass area, whichever is less.	Not more than the height of the first floor or 17 feet, whichever is less		On building	Yes	No	A temporary sign shall be permitted for a period of not more than 30 days within a 120 day period. Temporary sign restrictions can be waived for one period per year up to a maximum of 30 days to advertise a special event. The maximum 30 day period can not be divided or prorated into multiple periods. A no charge application must be filed with the zoning officer for a waiver to advertise a special event. In addition, each year the Common Council will review and approve the suspension of temporary sign restrictions for the holiday shopping period of November 1st to December 31st. Community service advertisements shall be exempt. Such sign shall have the date that the sign is installed in the lower left corner, written legibly. No such sign shall be permitted that would, in the opinion of the Zoning Officer, interfere significantly with vehicular or pedestrian traffic. All such signs shall be of professional quality. A temporary sign which does not comply with the time limitations shall become a permanent sign and shall be calculated as part of the permitted sign area.

## SIGN MATRIX

Type	Max. Size (sq. ft.) (includes all signs)	Max. Height (feet)	Max. No.	Min. Setback	Permit Required	Illumination Permitted	Notes
<b>Special Category Signs</b>							
<i>Real Estate</i>	4 square feet	4 feet, if freestanding, or not more than the height of the first floor or 17 feet, whichever is less	1	25 feet from curb line or on the building	No	No	Such sign must be on the property that is for sale or rent.
<i>Institutional Event</i>	6 sq. ft.	4 feet, if freestanding. Not more than the height of the first floor or 17 feet, whichever is less	1	25 feet from curb line or on the building	No	No	Such sign may be displayed for a period of not more than 15 days before the advertised event and no more than 3 days after the event. No banner signs are permitted.
<i>Architects, engineers, contractors, builders, painters and similar contractors and tradesmen</i>	12 sq. ft.	6 sq. ft.	1	25 feet from curb line	No	No	To be placed only during construction period. These signs are not permitted in any residential zone.
*Note that the total calculation of sign area shall include building, hanging, window and canopy signs as regulated by this chapter.							

## SIGN MATRIX

Type	Max. Size (sq. ft.) (includes all signs)	Max. Height (feet)	Max. No.	Min. Setback	Permit Required	Illumination Permitted	Notes
<b>(3) MOVIE THEATRE ZONE SPECIFICATIONS</b>							
<b>Permanent</b>							
<i>Building</i>	50 square feet per building facade	--	2	--	Yes	Yes	<ol style="list-style-type: none"> <li>1. The signs shall include the name of the theater and incorporate changeable, stationary letters of not more than eight inch height that display events currently showing or to be shown, with no single letter or symbol larger than thirty inches.</li> <li>2. The signs shall be a style similar to a movie marquee, displayed in a wall-mounted, back-lighted configuration projecting not more than twelve inches from the wall, with no letters or symbols permitted on either side of the signs.</li> <li>3. The signs may incorporate a perimeter of bare, incandescent, marquee-type bulbs, not to exceed ten watts per bulb, in a single color other than red or green that does not in any way flash, blink or vary in intensity.</li> <li>4. Temporary signs in the form of posters displaying coming or current attractions may be installed on exterior walls of the structure, as follows:               <ol style="list-style-type: none"> <li>a. A maximum of five posters in individual, wall-mounted display cases no larger than thirty-six inches by fifty-six inches, with not more than two of these five posters installed at or near the main entrance.</li> <li>b. The display cases may be internally illuminated only with bulbs that are not visible, shall project not more than six inches from the face of the building; and shall be located between the grade plane and the bottom of the permanent sign on the same wall.</li> </ol> </li> <li>5. The area of permanent and temporary theater signs shall not reduce the available area for the signs of other tenants or occupants of the same building, except that the area for any other signs shall be based on one square foot of area for each lineal foot of frontage actually occupied by the other tenant or occupant.</li> </ol>

## SIGN MATRIX

Type	Max. Size (sq. ft.) (includes all signs)	Max. Height (feet)	Max. No.	Min. Setback	Permit Required	Illumination Permitted	Notes
<b>(4) PUBLIC GARAGES AND MOTOR VEHICLE SERVICE STATION SPECIFICATIONS</b>							
<b>Permanent</b>							
<i>Freestanding</i>	45 sq. ft.	15	2	10 ft. from property line	Yes	Yes	No part of the sign shall be less than 8 ft. above grade and shall be within the property line.
<i>Building (over individual entrance doors or bays)</i>	6 sq. ft.		1 per bay or entrance door	--	Yes	No	Such sign shall not exceed 12 inches in height.
<i>Canopy</i>	20% of the area of the façade	--	1 per façade	--	Yes	No	Such sign is permitted if the motor vehicle service station is a conditionally permitted use in the zone in which it is located.