



Planning/Building Combination Sign Application

Planning Permit/File #: _____

Building Permit/File #: _____

STEP 1: Planning/Building Combination Sign Permit

Site Address: _____ Sub /Park: _____ Lot / Space: _____

Name of Commercial Business/Project for Site Address: _____

Description of Work: _____

OWNER: _____ Phone: _____ Cell: _____

Address: _____ Fax: _____

City: _____ State: _____ Zip: _____ Email: _____

ARCHITECT: _____ Phone: _____ Cell: _____

Address: _____ Fax: _____

City: _____ State: _____ Zip: _____ Email: _____

SIGN COMPANY: _____ Phone: _____ Cell: _____

Address: _____ Fax: _____

City: _____ State: _____ Zip: _____ Email: _____

CONTRACTOR/INSTALLER: _____

CCB # _____ Exp Date: ____/____/____ Phone: _____ Cell: _____

Address: _____ Fax: _____

City: _____ State: _____ Zip: _____ Email: _____

TYPE OF WORK:	<input type="checkbox"/> New	<input type="checkbox"/> Repair		
USE:	<input type="checkbox"/> Single Family	<input type="checkbox"/> Multi-Family	<input type="checkbox"/> Commercial	<input type="checkbox"/> Industrial
SETBACKS:	Front to Sign: _____	Side Yard to Sign: _____	Interior to Sign: _____	Rear to Sign: _____
SIGN SQ FT.:	_____	TOTAL VALUE: (Estimated cost of project)	_____	

I hereby state that I have read and understand this application and the information provided is correct:

Applicant's Signature: _____ Date: _____

Please print name: _____

This application will expire 180 days from the submittal date. Any subsequent permits issued will become null and void if work on construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days after work has commenced.



Planning/Building Combination Sign Application

Planning Permit/File #: _____

Building Permit/File #: _____

STEP 2: Proposed and existing sign description

Please provide specific information on the proposed and existing signs at the site. This information will ensure that your proposal conforms to regulations for signs in the City of Newberg. For questions regarding regulations, see the Newberg Development Code excerpts at the end of the packet.

PROPOSED SIGNAGE (attach additional forms if three (3) or more signs are proposed):

SIGN #1 ☐ Replacement ☐ Additional ☐ New

Location: _____ Animated? ☐ Yes ☐ No

Type (see page 5 for definition) ☐ Attached If attached, distance from building: _____
☐ Free Standing ☐ Portable

Size of sign face (sq ft of one side): _____ Height from ground to top of sign: _____

Setback (how far) from property line: _____ Lighting style (bulb, neon, etc.): _____

SIGN #2 ☐ Replacement ☐ Additional ☐ New

Location: _____ Animated? ☐ Yes ☐ No

Type (see page 5 for definition) ☐ Attached If attached, distance from building: _____
☐ Free Standing ☐ Portable

Size of sign face (sq ft of one side): _____ Height from ground to top of sign: _____

Setback (how far) from property line: _____ Lighting style (bulb, neon, etc.): _____

EXISTING SIGNAGE TO REMAIN (attach additional forms if there are three (3) or more signs):

SIGN #1

Location: _____ Size of sign face (sq ft of one side): _____

Type (see page 5 for definition) ☐ Attached If attached, distance from building: _____
☐ Free Standing ☐ Portable

SIGN #2

Location: _____ Size of sign face (sq ft of one side): _____

Type (see page 5 for definition) ☐ Attached If attached, distance from building: _____
☐ Free Standing ☐ Portable

This application will expire 180 days from the submittal date. Any subsequent permits issued will become null and void if work on construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days after work has commenced.

APPLICATION STEP SUMMARY

STEP 1: Complete the Planning/Building Combination Sign Permit Application

The attached permit application serves as both a sign design review application and a building permit application.. However, in the event the sign requires electricity, a Yamhill County Electrical permit also will be required.

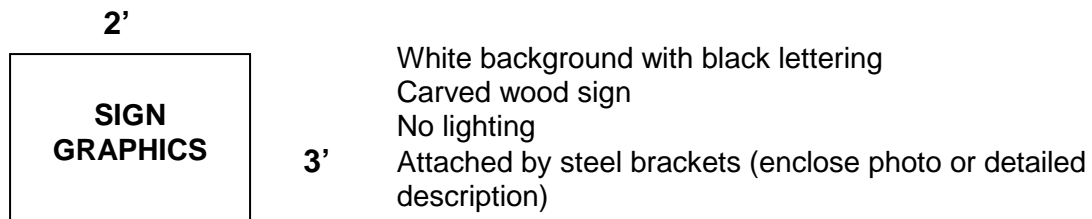
STEP 2: Describe the proposed and existing signs

Describe proposed and existing signs.

STEP 3: Provide sign graphics and show the site location

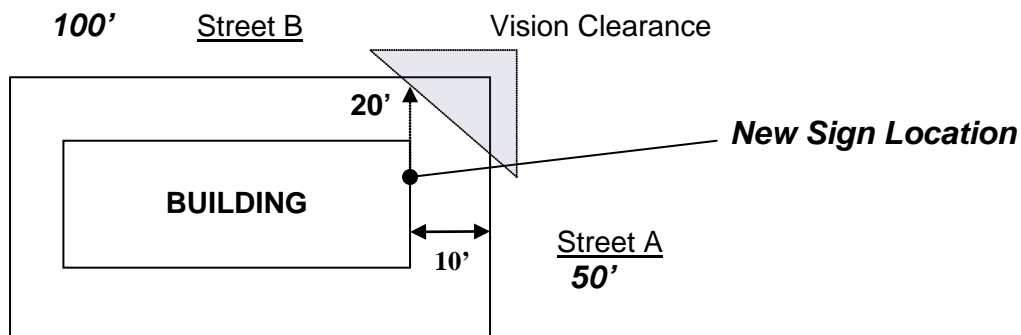
Draw the sign showing placement dimensions, location and mounting. Include a graphic representation of the sign including dimensions, colors, graphics, material, lighting, and construction details. List the materials used in construction, down to nail size (see Ex. A).

Example A



Include a site plan showing location and measurements for parcel boundaries, buildings, and all proposed and existing signs. Vision Clearance requirements (refer to vision clearance handout) must be shown on the plans (see Ex. B).

Example B



PLANNING/BUILDING COMBINATION SIGN PERMIT APPLICATION PROCESS

APPLICATION STEP SUMMARY - Continued:

Downtown (C-3) Sign Standards: Any major attached or freestanding sign located in the C-3 Zone must score at least 10 points using the Downtown Sign Standards Point Scale (see attached table). Provide a copy of the table indicating which points have been met.

STEP 4: Submit and pay fees

- Items in Steps 1, 2, and 3 are required for submittal.
- Provide C-3 zoning point list if applicable. A fee reduction may be available for signs exceeding the design standards
- Plan review fees (can be combined into one check):
 - Planning fee: \$91 plus \$1 per sq ft. of sign face (only one side of sign)
 - Building fee: based on the estimated value of project (materials & installation); see Building plan check fee schedule
- Timeline: review time is approximately two weeks after application is deemed complete. You may call 503-537-1240 for a status update at that time.

STEP 5: Pick up approved permit and pay residual fees




Fees are due upon permit pick up

- Permit fee: is based on actual* value of project (see fee schedule)
- Community Development fee: .75% based on the actual* value of project
- City Facility Fee: .25% based on actual* value of project
- State Surcharge: 12% of building permit fee

**Fees are based on the actual value as determined by the plans examiner, not estimated value submitted with application packet.*

STEP 6: Schedule final inspection after sign installation

Once the sign is installed, call 503-554-7714 to schedule the final inspection. Provide the sign location address, permit numbers, type of inspection, and your name and contact number when calling. Please know that Yamhill County performs all electrical inspections (if applicable).

Sign Type	Description	Size	# Allowed	Permit?
WINDOW GRAPHICS	Graphics or lettering painted or attached to windows (inside or outside)			
		0-50% coverage	No limit	No
		More than 50% coverage	Major attached sign regulations apply	Yes
FLAG DISPLAY	One or more flags attached to a single pole			
		No Limit	Two flags display on each street frontage	No
		No Limit	Unlimited on holidays	No
PORTABLE	Any sign not inserted in or attached to the ground or structure			
	Residential Zones	Up to 6 sq. f	Two per street	No
	Non-residential Zones	Front yard: 12 sq. ft. Other locations: 40 sq. ft.	Two per street	No
	Public Right-of-way (sidewalk)	Min Height 2 ft. /Max 4 ft.	Two per street	C-3 Zone No
	No readerboards allowed at Portable Sign	*See 15.435.090(C) for specific requirements		Yes
TEMPORARY	A portable sign that is placed for a limited time			
See 15.435.100 for specific requirements	Grand Opening: Up to 30 days after opening	No Limit	No Limit	Notify City of Dates
	Other Events: Up to 2 other events a year no more than 8 days each*	No Limit	No Limit	No
FREESTANDING	Any sign supported by structures or supports that are anchored or inserted to the ground and independent from a structure			
	Minor: Residential Zones	Up to 3 sq. ft.	Two per frontage plus one per 100 ft of frontage	No
	Commercial Zones	Up to 6 sq. ft./3 ft. Height		No
 *See 15.435.040 (C) for height and setbacks restrictions	Major: Residential Zones	0.2 sq. ft. per foot frontage, at least 6 sq. ft. up to 50 sq. ft.*	One per street frontage. Not allowed for Single Family or Duplex	Yes
	C-1 and I Zones	0.5 sq. ft. per foot frontage, at least 12 sq. ft. up to 100 sq. ft.*	One per street frontage	Yes
	C-3 Zones	1 sq. ft. per foot frontage, at least 40 sq. ft. up to 100 sq. ft.	One per street frontage	Yes
	Other Zones	1 sq. ft. per foot frontage, at least 40 sq. ft. up to 100 sq. ft.*	One per street frontage	Yes
ATTACHED	Any sign attached to any part of a building			
	Minor: Residential Zones	Up to 3 sq. ft. - not above roof	No limit - Must be 25 ft. apart	No
	Commercial Zones	Up to 6 sq. ft. - not above roof	No limit - Must be 25 ft. apart	No
	Awnings: C-3 Zones	See 15.435.080(B)	No Limit	No
	Other Zones	Attached Sign regulations apply		No
 *See 15.435.070 for specific requirements	Major: Residential Zones	0.2 sq. ft. per foot frontage, at least 6 sq. ft. up to 50 sq. ft. in total*	One per 25 ft. of building frontage. Not allowed for Single Family or Duplex	Yes
	RP, C-1, I Zones	0.5 sq. ft. per foot frontage at least 12 sq. ft. in total*	One per 25 ft. of building frontage	Yes
	Other Zones	1.0 sq. ft. per foot frontage at least 40 sq. ft. in total*	One per 25 ft. of building frontage	Yes
C-3 DOWNTOWN	Must meet 10 points – see Sign Standard Point Scale and 15.435.120			Yes

NEWBERG DEVELOPMENT CODE SIGN REGULATIONS

§ 15.05.030 DEFINITIONS

“**Building face**” means an exterior wall of a building that generally faces one direction and that is visible from the public right-of-way. A building face is broken by a change in building direction of 60 degrees or more, except for minor extensions or indentations that are shorter than 50 percent of the building frontage (see Appendix A, Figure 15).

“**Building frontage**” means the longest horizontal distance between lines perpendicular to a building face (see Appendix A, Figure 15).

“**Flag**” means fabric that is attached to a pole on one end only that uses any color, form, graphic, illumination, symbol, or writing to advertise, announce the purpose of, or identify the purpose of a person or entity, or to communicate information of any kind to the public.

“**Flag display**” means one or more flags attached to a permanently affixed single pole.

“**Readerboard**” means a portable sign with characters, letters, or illustrations that can be changed or rearranged without altering the face or the surface of the sign. “**Readerboard**” does not include animated signs, nor does it include signs where less than 20 percent of the sign area can be so changed or rearranged.

“**Sign**” means any device, fixture, placard, or structure that uses any color, form, graphic, illumination, symbol, or writing to advertise, announce the purpose of, or identify the purpose of a person or entity, or to communicate information of any kind to the public. “**Sign**” includes banners, flags, balloons with graphics, letters, or advertising, and murals.

“**Sign, animated**” means a sign that has a display that changes more than once in any 10-minute period.

“**Sign area**” means the area of a sign which is computed by means of the smallest square, circle, rectangle, triangle, or combination of the smallest square, circle, rectangle, or triangle that will encompass the extreme limits of the writing, representation, emblem, or other display, together with any material or color forming an integral part of the background of the display or used to differentiate the sign from the backdrop or structure against which it is placed, but not including any supporting framework, bracing, or decorative fence or wall when such fence or wall otherwise meets the requirements of this code and is clearly incidental to the display itself. The sign area for a sign with more than one face shall be computed by adding the area of all sign faces visible from any one point. When two sign faces are placed back to back or at an angle of less than 45 degrees to one another so that both faces cannot be viewed from any point at the same time, and when such sign faces are part of the same sign structure and are not more than 42 inches apart, the sign area shall be computed by the measurement of the largest face (see Appendix A, Figure 16).

“**Sign, attached**” means any sign attached to any part of a building, as contrasted to a freestanding sign. Attached signs are of two types:

1. **Minor Attached.** A sign not to exceed six square feet in area (three square feet in residential zones) that does not extend above the roof line of the building it is attached to.
2. **Major Attached.** All other attached signs.

NEWBERG DEVELOPMENT CODE SIGN REGULATIONS

Continued

“**Sign, freestanding**” means any sign supported by structures or supports that are anchored or inserted in the ground and that are independent from any other building or structure. Freestanding signs are of two types:

1. **Minor Freestanding.** A freestanding sign that is less than or equal to six square feet in area (three square feet in residential zones) and three feet in height.
2. **Major Freestanding.** All other freestanding signs.

“**Sign, portable**” means any sign not inserted in or attached to the ground or other permanent structure, or a sign designed to be transported, including, but not limited to: signs designed to be transported by means of wheels; signs connected to A- or T-frames; menu and sandwich board signs; umbrellas, balloons, flags, or banners containing signs; and signs attached to or painted on vehicles parked and visible from the public right-of-way, unless said sign is permanently affixed to the vehicle and said vehicle is licensed for movement on public streets.

“**Sign, public**” means any sign that is placed within public right-of-way by or under direction of a governmental agency.

“**Sign, temporary**” means a portable sign that is limited by law to placement for a specified period of time.

§ 15.205.100 NON-CONFORMING SIGNS.

A. Compliance for Temporary and Portable Signs. All temporary or portable signs not in compliance with the provisions of this code shall be removed immediately.

B. Compliance for All Other Signs. The owner of any sign that was placed legally but does not now conform to the requirements of this code shall either remove the sign or register it with the city on a form provided by the director prior to January 1, 2000. All signs that do not comply with the standards of this code shall be removed prior to March 31, 2010. Exceptions are:

1. Any legal nonconforming sign that exceeds that maximum allowable size or height by less than 10 percent may remain.
2. Prior to March 31, 2009, the owner of any legal nonconforming sign may apply to allow the legal nonconforming sign to remain. Such requests shall be heard by a hearings officer appointed by the city manager, and shall be approved, approved with conditions, or denied based on the following:
 - a. The sign is in a good state of repair and maintenance.
 - b. The number, size, and height of signs to remain is minimal and contributes to an attractive appearance to the neighborhood.
 - c. The use of bold and bright colors, lighting, and designs is minimal.
 - d. Other elements of the site are well maintained and attractive.

Except as specifically determined by the hearings officer, any sign allowed to remain under the provisions of this subsection is subject to removal under the provisions of subsections (C), (D), and (E) of this section.

NEWBERG DEVELOPMENT CODE SIGN REGULATIONS

Continued

C. Abandonment. Any [sign](#) not in compliance with the provisions of this [code](#) shall be removed by the [owner](#) if the site on which the [sign](#) is located is vacant for a period of one year or more. If the [owner](#) fails to remove the [sign](#), the [city](#) may abate the [sign](#) as provided in NMC [15.05.100](#).

D. Site Improvements. Any [sign](#) not in compliance with the provisions of this [code](#) shall be removed if the [buildings](#) or site improvements on the site on which the [sign](#) is located are replaced or modified, except additions and remodels allowed under a Type I design review, NMC [15.220.020\(A\)](#).

E. [Sign](#) Modifications. [Signs](#) not in compliance with the provisions of this [code](#), when replaced, relocated, modified or altered, shall be brought into compliance with this [code](#). For purposes of this section, a modification or [alteration](#) shall not include the following:

1. Maintenance and repairs such as cleaning, painting, refacing, replacing damaged portions of the [sign](#), or similar activities that do not involve a change in copy.
2. A change of a panel on a [sign](#) for three or more tenants designed to have removable panels.
3. A modification of the existing cabinet and/or face of the [sign](#) that results in a reduction in size and/or height of the [sign](#) and that does not involve a change in copy.

F. Historic [Landmarks](#) and Cultural [Landmarks](#) Exemption. The provisions of subsections (A) through (E) of this section shall not apply to any [sign](#) located in a historic [landmarks](#) subdistrict or on a historic [landmark](#), or a [sign](#) over 50 years old designated by the [city council](#) as a cultural [landmark](#).

G. [Signs](#) Approved Through Approval of [Sign](#) Program. Any [sign](#) that was approved through approval of a [sign](#) program under prior [codes](#) but that does not now meet the provisions of this [code](#) shall be removed prior to January 1, 2015. Prior to January 1, 2014, the [owner](#) may apply for the [sign](#) to remain under the process described in subsection (B) of this section. [Ord. [2706](#) § 1 (Exh. A(1)), 10-6-08; Ord. [2499](#), 11-2-98; Ord. [2451](#), 12-2-96. Code 2001 § 151.149.]

§ 15.410.060 VISION CLEARANCE SETBACK.

The following vision clearance standards shall apply in all zones (see Appendix A, Figure 9).

A. At the intersection of two [streets](#), including [private streets](#), a triangle formed by the intersection of the [curb lines](#), each leg of the vision clearance triangle shall be a minimum of 50 feet in length.

B. At the intersection of a [private drive](#) and a [street](#), a triangle formed by the intersection of the [curb lines](#), each leg of the vision clearance triangle shall be a minimum of 25 feet in length.

C. Vision clearance triangles shall be kept free of all visual obstructions from two and one-half feet to nine feet above the [curb line](#). Where curbs are absent, the edge of the asphalt or future curb location shall be used as a guide, whichever provides the greatest amount of vision clearance.

D. There is no vision clearance requirement within the commercial zoning district(s) located within the riverfront (RF) overlay subdistrict. [Ord. [2564](#), 4-15-02; Ord. [2507](#), 3-1-99; Ord. [2451](#), 12-2-96. Code 2001 § 151.555.]

NEWBERG DEVELOPMENT CODE SIGN REGULATIONS

Continued

' 15.435.010 PURPOSE.

A. The citizens of Newberg desire a clean, attractive, economically vibrant, and safe community. Well-planned and constructed [signs](#) can contribute to the community's success by directing and informing the public about commercial and other activities, and by creating attractive commercial and other neighborhoods. On the other hand, unregulated signage can create clutter, distractions, and hazards.

B. These regulations are designed:

1. To improve, maintain and preserve Newberg as a pleasing environment so as to improve the quality of life of all residents.
2. To enhance the attractiveness of Newberg as a place to conduct business.
3. To enable the identification of places of residence and business.
4. To allow freedom of expression.
5. To reduce distractions and obstructions from [signs](#) which would adversely affect safety.
6. To reduce the hazards from improperly placed or constructed [signs](#). [Ord. [2782](#) § 1 (Exh. A), 9-8-15; Ord. [2499](#), 11-2-98. Code 2001 § 151.590.]

'15.435.020 APPLICABILITY AND EXEMPTIONS.

A. All [signs](#) placed or maintained anywhere within the [city](#) shall comply with the standards of this chapter, with the exception of the following:

1. [Public signs](#).
2. [Signs](#) that are required to be placed by law and that are no more than 50 percent larger than the minimum size required by law or, if there is no minimum size specified, [signs](#) with lettering height no more than four inches.
3. [Signs](#) painted on or attached to windows that do not cover more than 50 percent of the surface of that window.
4. [Signs](#) located entirely within a [building](#) and not on a window.
5. [Signs](#) not legible from the public [right-of-way](#).

B. If any of the [signs](#) listed above require permits under the current edition of the Oregon Structural Specialty Code, the [sign](#) shall be placed only following issuance of such permit.

C. Nothing in this chapter shall be construed to allow placement of a [sign](#) on a property without the authority of the property [owner](#). [Ord. [2782](#) § 1 (Exh. A § 1), 9-8-15; Ord. [2499](#), 11-2-98. Code 2001 § 151.591.]

NEWBERG DEVELOPMENT CODE SIGN REGULATIONS

Continued

§ 15.435.030 PERMIT REQUIRED.

A. Except as follows, no [person](#) or entity shall place any [sign](#) within the [city](#) without first obtaining a permit from the [director](#).

B. The following do not require [sign](#) permits, but must otherwise comply with the standards of this chapter:

1. [Minor freestanding signs](#).
2. [Minor attached signs](#).
3. [Temporary signs](#).
4. [Portable signs](#) (except as stated in NMC [15.435.105](#)).
5. [Flag display](#) (two allowed on each [street](#) frontage, except as authorized by NMC [15.435.100\(C\)](#)).
6. If any of the [signs](#) listed above require permits under the current edition of the Oregon Structural Specialty Code, the [sign](#) shall be placed only following the issuance of such permit. [Ord. [2897](#) § 1 (Exh. A § 1), 6-21-22; Ord. [2782](#) § 1 (Exh. A), 9-8-15; Ord. [2499](#), 11-2-98. Code 2001 § 151.592.]

§ 15.435.040 GENERAL REQUIREMENTS; ALL SIGNS.

A. All [signs](#) shall comply with the standards contained in the current edition of the Oregon Structural Specialty Code. If the standards of that [code](#) and this development [code](#) conflict, this development [code](#) shall prevail. All [signs](#) shall be kept in repair and in a proper state of preservation as required under the current edition of the Oregon Structural Specialty Code.

B. No [sign](#) shall have bright or flashing lights shining on a public way that blind or impair the vision of drivers. No [sign](#) shall be constructed such that it may be confused with any traffic [sign](#), signal or device.

C. In the C-3 zone, [animated signs](#) are prohibited.

D. All [signs](#) shall comply with the vision clearance standards of NMC [15.410.060](#).

E. [Signs](#) located in the [airport](#) overlay subdistrict shall comply with the height and visual interference restrictions of that district. [Ord. [2782](#) § 1 (Exh. A), 9-8-15; Ord. [2731](#) § 3, 10-18-10; Ord. [2565](#), 4-1-02; Ord. [2561](#), 4-1-02; Ord. [2499](#), 11-2-98. Code 2001 § 151.593.]

NEWBERG DEVELOPMENT CODE SIGN REGULATIONS

Continued

§ 15.435.050 MAJOR FREESTANDING SIGNS.

A. Number.

1. Residential, I, and CF Zones. One [major freestanding sign](#) is allowed on each [street](#) frontage, plus one [sign](#) for each full 600 feet of [street](#) frontage. Only one [sign](#) on each [street](#) frontage may be an [animated sign](#).
2. Other Zones. Not more than one [major freestanding sign](#) shall be located on any one [street](#) frontage.

B. Size.

1. Residential Zones. No [major freestanding sign](#) shall be larger than 0.2 square feet per foot of [street](#) frontage, up to a maximum of 50 square feet. At least six square feet of signage will be allowed. [Major freestanding signs](#) are not allowed on [lots](#) containing only one [single-family dwelling](#) or [duplex](#).
2. C-1 and I Zones. No [major freestanding sign](#) shall be larger than one-half square foot per foot of [street](#) frontage, up to a maximum of 100 square feet. At least 12 square feet of signage will be allowed.
3. Other Zones. No [major freestanding sign](#) shall be larger than one square foot per foot of [street](#) frontage, up to a maximum of 100 square feet. At least 40 square feet of signage will be allowed. For any [lot](#) at least 10 acres in size with at least 200 feet of frontage on a [street](#), the one [sign](#) on that [street](#) may be up to 200 square feet total size.

C. Height and Setbacks. [Freestanding signs](#) regulated by this section are not subject to the setback requirements of NMC [15.410.010](#) through [15.410.070](#) or the projecting [building](#) features requirements of said sections. Height and setbacks of [freestanding signs](#) shall conform to the following requirements:

1. C-3 Zone. No [major freestanding signs](#) shall be allowed greater than six feet in height.
2. Other Zones.
 - a. A [sign](#) up to three feet in height is not required to be set back from any property line.
 - b. A [sign](#) taller than three feet and up to six feet shall be set back at least five feet from any property line.
 - c. A [sign](#) taller than six feet and up to eight feet shall be set back at least 10 feet from any front property line and five feet from any interior property line.
 - d. A [sign](#) taller than eight feet and up to 15 feet shall be set back at least 15 feet from any front property line and five feet from any interior property line.
 - e. A [sign](#) taller than 15 feet and up to 20 feet shall be set back at least 20 feet from the front property line and five feet from any interior property line.
 - f. A [sign](#) on a [lot](#) that is at least 10 acres in size in a zone other than residential, C-1, or I and that has at least 200 feet of frontage on a [street](#) may be up to 30 feet high, provided it is set back at least 20 feet from the front property line and at least 10 feet from any interior property line. [Ord. [2731](#) § 3, 10-18-10; Ord. [2646](#), 6-5-06; Ord. [2565](#), 4-1-02; Ord. [2561](#), 4-1-02; Ord. [2499](#), 11-2-98. Code 2001 § 151.594.]

NEWBERG DEVELOPMENT CODE SIGN REGULATIONS

Continued

§ 15.435.060 MINOR FREESTANDING SIGNS.

A. Number. Not more than two minor freestanding signs shall be located in the front yard on any one street frontage, plus one for each full 100 feet of street frontage. This number limit shall not apply to minor freestanding signs located outside a required front yard and more than 10 feet from the public right-of-way.

B. Size.

1. Residential Zones. No minor freestanding sign shall exceed three square feet in area.

2. Other Zones. No minor freestanding sign shall exceed six square feet in area.

C. Height. No minor freestanding sign shall exceed three feet in height. [Ord. 2561, 4-1-02; Ord. 2499, 11-2-98. Code 2001 § 151.595.]

§ 15.435.070 MAJOR ATTACHED.

A. Number.

1. C-3 Zone. Allowed major attached signs include flat wall signs and signs that project over the sidewalk. Prohibited signs include signs on roofs, chimneys or balconies.

2. All Zones. The number of major attached signs on any building face shall not exceed one per 25 feet of building frontage of that face.

B. Size.

1. R-1', R-2, and R-3 Zones. The total of all major attached signs on any building frontage shall not exceed 0.2 square feet for each foot of building frontage. At least six square feet of signage will be allowed up to a maximum of 50 square feet. Major attached signs are not allowed on lots containing only one single-family dwelling or duplex.

2. RP, C-1, and I Zones. The total of all major attached signs on any building frontage shall not exceed one-half square foot for each foot of building frontage. At least 12 square feet of signage will be allowed.

3. Other Zones. The total of all major attached signs on any building frontage shall not exceed one square foot for each foot of building frontage. At least 40 square feet of signage will be allowed.

C. Height.

1. C-3 Zone. Maximum mounting height for wall signs shall be 18 feet above the sidewalk, measured from the top of the sign. The top signboard of a projecting sign on a single-story building shall not be higher than the wall from which it projects. For multistory buildings, the signboard shall not be higher than the average sill height of the second-story windows. Projecting signs shall be mounted such that the distance between the lower edge of the signboard and the ground level is not less than eight feet. The distance from the building wall to the signboard shall be a maximum of six inches.

2. Other Zones. Major attached signs shall not extend above the roof line of the building they are attached to by more than eight feet, and shall not exceed the maximum height of the zone in which they are located.

NEWBERG DEVELOPMENT CODE SIGN REGULATIONS

Continued

D. Projections. Major attached signs may project into the required front yard no more than five feet and into the required interior yards not more than two feet; provided, that such projections are no closer than three feet to any interior lot line. For buildings in the C-3 zone, major attached signs may project up to five feet into the right-of-way, but not closer than two feet from the curb line. The lower edge of any major attached sign shall be at least eight feet above ground level. This requirement supersedes the relevant sign standards in the current edition of the Oregon Structural Specialty Code. [Ord. 2731 § 3, 10-18-10; Ord. 2561, 4-1-02; Ord. 2499, 11-2-98. Code 2001 § 151.596.]

§ 15.435.080 MINOR ATTACHED SIGNS, AWNING SIGNAGE, AND UMBRELLA SIGNAGE

A. Minor Attached Signs.

1. Spacing. No two minor attached signs on one building that are both visible from any one point shall be closer than 25 feet.
2. Size.
 - a. Residential Zones. Minor attached signs shall not exceed three square feet in area.
 - b. Other Zones. Minor attached signs shall not exceed six square feet in area.
3. Height. Minor attached signs shall not extend above the roof line of the building they are attached to.
4. Projections.
 - a. C-3 Zone. Minor attached signs may project no more than three feet into a public right-of-way, but no closer than two feet from the curb line. The lower edge of any minor attached sign shall be at least eight feet above ground level. This requirement supersedes the relevant sign standards in the current edition of the Oregon Structural Specialty Code.
 - b. Other Zones. The same projection is allowed as for major attached signs, NMC 15.435.070.

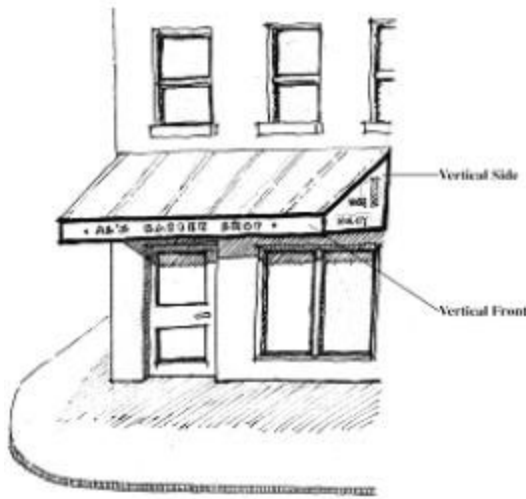
B. Awning Signage. Awnings are encouraged along the frontage of buildings in the C-3 district.

1. C-3 Zone. Back-lit translucent awnings are not allowed. Lettering may appear on curved surfaces, but shall be limited to the lowest 12 inches of the awning (measured vertically from the lowest edge). Freestanding letters mounted on top of the front vertical surface are also allowed, though they shall not exceed eight inches in height.
 - a. Other minor attached signs may be attached to or suspended from an awning or canopy, provided they are less than six square feet in size.
 - b. The lower edge of any awning shall be at least eight feet above ground level. This requirement supersedes the relevant sign standards in the Uniform Sign Code.
 - c. Signage is not allowed on any awning surfaces that are not specifically permitted in this section.

NEWBERG DEVELOPMENT CODE SIGN REGULATIONS

Continued

2. Other Zones. Awning signs in other zones shall be regulated as either minor or major attached signs.



C. Umbrella Signage. Signs on umbrellas are allowed without a sign permit but are limited to the lowest 12 inches of the umbrella (measured along the umbrella surface from the lowest edge). Umbrella signs shall comply with all other municipal code requirements. [Ord. 2782 § 1 (Exh. A), 9-8-15; Ord. 2561, 4-1-02; Ord. 2499, 11-2-98. Code 2001 § 151.597.]

§ 15.435.085 ELECTRONIC MESSAGE CENTERS.

A. Electronic message center (EMC) signs are permitted subject to the limitations shown in the table below:

Electronic Message Center Standards by Display Method, Size, Zoning, and Review Process

Zoning	Size of EMC ^[1]	Display Method				
		<u>Static Message</u>	<u>Alternating Message</u>	<u>Animated Message</u>	<u>Extended Video Message</u>	<u>Flashing or Rapid Scrolling</u>
Community Commercial and Industrial (C-2, M-1, M-2, M-3, M-4); other zones not listed	Up to 30 sq. ft.	Allowed	Allowed	Allowed	Prohibited	Prohibited
	> 30 sq. ft. up to 50 sq. ft.	Allowed	Allowed	Allowed ^[2] or site element review	Prohibited	Prohibited
	> 50 sq. ft. up to 100 sq. ft.	Allowed	Allowed	Site element review	Prohibited	Prohibited
Central Business District (C-3)	Up to 30 sq. ft.	Allowed	Prohibited	Prohibited	Prohibited	Prohibited
	> 30 sq. ft. up to 100 sq. ft.	Allowed	Prohibited	Prohibited	Prohibited	Prohibited

NEWBERG DEVELOPMENT CODE SIGN REGULATIONS

Continued

Electronic Message Center Standards by Display Method, Size, Zoning, and Review Process

Zoning	Size of EMC ^[1]	Display Method				
		<u>Static Message</u>	<u>Alternating Message</u>	<u>Animated Message</u>	Extended Video Message	<u>Flashing or Rapid Scrolling</u>
Institutional (I), Neighborhood Commercial (C-1), and Residential-Professional (R-P)	Up to 30 sq. ft.	Allowed	Allowed	Allowed	Prohibited	Prohibited
	> 30 sq. ft. up to 50 sq. ft.	Allowed	Allowed	Allowed ^[2] or site element review	Prohibited	Prohibited
	> 50 sq. ft. up to 100 sq. ft.	Allowed	Site element review	Site element review	Prohibited	Prohibited
All Residential Zones (Including R-1, R-2, and R-3) ^[3]	Up to 30 sq. ft.	Allowed	Allowed	Allowed	Prohibited	Prohibited
	> 30 sq. ft. up to 50 sq. ft.	Allowed ^[2]	Allowed ^[2]	Allowed ^[2]	Prohibited	Prohibited

[1] Maximum size of EMC is limited by the maximum size of sign allowed in that zone. Therefore, EMCs of the size shown may or may not be allowed.

[2] Allowed if setback from front property line is greater than 30 feet.

[3] Must be turned off between the hours of 11:00 p.m. and 6:00 a.m.

B. Review Process for Allowed EMC. The table in subsection (A) of this section lists the zones where EMCs are allowed, based on the display method, size, and review process. EMCs that are allowed in the zone will use the standard Type I administrative review process.

C. Review process for EMCs that require site element review:

Site element review is a Type I process with a decision by the planning director.

1. Criteria. The review body must find that the sign will be compatible with surrounding uses, based on all of the following factors:

a. Proposed sign operation complies with the code.

b. Setback: at least 15 feet from the front property line.

c. Hours of operation: may be required to be turned off between the hours of 11:00 p.m. and 6:00 a.m. if sign is abutting and visible from a residential district.

NEWBERG DEVELOPMENT CODE SIGN REGULATIONS

Continued

d. Site landscaping is maintained and is up to code. If the site is nonconforming and cannot be brought up to code then efforts have been made to bring the site as close to code as practical.

e. Freestanding signs include three of the following design elements:

- i. Includes prominent brickwork, masonry, naturally finished wood, or naturally finished metal in frame or supports.
- ii. Includes neon type tube lighting on portions of the sign outside the EMC.
- iii. Uses two support poles or a full-width support structure.
- iv. Outline or top of the frame is predominantly nonrectangular or curved.
- v. Includes landscaping around the base equal in area to the size of the sign.
- vi. More than 40 percent of sign is EMC.
- vii. Height is 20 percent lower than otherwise required.
- viii. Setback is 20 percent greater than otherwise required.
- ix. Sign will be used by two or more businesses on site. Each business must have two or more employees on site at least 15 hours per week.

2. Appeals. Appeal of the director's decision will be to the planning commission.

D. Size Incentive. If any freestanding EMC sign includes four of the design elements in subsection (C)(1)(e) of this section, then the allowable sign area is increased by 10 percent. If any freestanding EMC sign includes five or more of the design elements in subsection (C)(1)(e) of this section, then the allowable sign area is increased by 20 percent.

E. Electronic Scoreboards. Electronic scoreboards with electronic message centers in stadiums or at sports fields are not considered signs or limited in size or display method if they are oriented inward to the playing field.

F. Sign Maintenance. All electronic message centers shall be kept in a good state of repair. Any burned out lights or LEDs shall be replaced as soon as possible.

G. Brightness. Each electronic message center shall be equipped with dimming technology that automatically varies the brightness of the electronic message display according to ambient light conditions. This standard shall only apply to signs approved after October 18, 2010. [Ord. 2731 § 1, 10-18-10. Code 2001 § 151.597.5.]

§ 15.435.090 PORTABLE SIGNS.

A. Number. Not more than two portable signs may be located on any one street frontage, except temporary signs allowed per NMC 15.435.100.

NEWBERG DEVELOPMENT CODE SIGN REGULATIONS

Continued

B. Size.

1. Residential Zones.

a. Residential Uses. Two portable signs. Each sign not to exceed six square feet.

b. All Other Permitted Uses. Two portable signs not to exceed six square feet if located in the front yard, or 16 square feet if located elsewhere on the property.

2. Other Zones. The two portable signs may not exceed 12 square feet if located in the front yard, or 40 square feet if located elsewhere on the property.

C. Design. No portable sign shall be permanently affixed to any structure or the ground. No portable sign shall be attached to a tree, utility pole, traffic sign, street sign, or any publicly owned pole, post, wire or cable, except as authorized by the city. All signs shall be designed to be removed quickly. No portable sign shall be animated or internally illuminated. No readerboard shall be used as a portable sign, except as a temporary sign as permitted in NMC 15.435.100.

D. Location. No portable sign shall be located within the public right-of-way except as allowed under NMC 15.435.110.

E. Height. The height of a portable sign shall not exceed the maximum height of buildings in that zone. [Ord. 2897 § 1 (Exh. A § 2), 6-21-22; Ord. 2782 § 1 (Exh. A), 9-8-15; Ord. 2499, 11-2-98. Code 2001 § 151.598]

§ 15.435.100 TEMPORARY SIGNS FOR EVENTS.

In addition to the portable signs otherwise permitted in this code, a lot may contain temporary signs in excess of the number and size allowed by NMC 15.435.090 during events as listed below. Pennants, streamers, and inflatable objects may be used during these events.

A. Grand Opening Event. A grand opening is an event of up to 30 days in duration within 30 days of issuance of a certificate of occupancy for a new or remodeled structure, or within 30 days of change of business or ownership. No lot may have more than one grand opening event per calendar year. The applicant shall notify the city in writing of the beginning and ending dates prior to the grand opening event. If there are no freestanding signs on a frontage after the grand opening event, one of the temporary signs may remain on the property for the 60 days immediately after the end of the grand opening event. A temporary electronic message center may be used during a grand opening event. An unlimited number of temporary signs are allowed during a grand opening event.

B. Other Events. A lot may have two other events per calendar year. The events may not be more than eight consecutive days in duration, nor less than 30 days apart. A temporary electronic message center may be used during the event. An unlimited number of temporary signs are allowed during the event. The applicant shall notify the city in writing of the beginning and ending dates prior to the other event.

C. Flags. An unlimited number of flags are permitted on Memorial Day, Presidents' Day, Independence Day, Veterans Day, Labor Day, Flag Day, Peace Officers Day, the Friday of the Camellia Festival, the Friday of the Old Fashioned Festival, on days when flags are normally flown at half-mast, or on any festival day designated by the Newberg city council. [Ord. 2897 § 1 (Exh. A § 3), 6-21-22; Ord. 2782 § 1 (Exh. A), 9-8-15; Ord. 2731 § 3, 10-18-10; Ord. 2499, 11-2-98. Code 2001 § 151.599.]

NEWBERG DEVELOPMENT CODE SIGN REGULATIONS

Continued

§ 15.435.110 SIGNS WITHIN THE PUBLIC RIGHT-OF-WAY.

A. Public signs are allowed in the public right-of-way as allowed by the governmental agency responsible for the right-of-way.

B. Temporary and/or portable signs for other than traffic control and motorist advisories are not allowed within state highway right-of-way administered by the Oregon Department of Transportation except on resolute highways. In 2015, the resolute highways in Newberg were: on First Street from Harrison Street to River Street, on Main Street from First Street to Illinois Street, and on College Street from First Street to Vermilion Street. On a resolute highway, the city manages the portion of the right-of-way behind the curb and can permit portable signs on the sidewalk. Portable and/or temporary signs are not allowed by ODOT on Hancock Street except within the College Street or Main Street rights-of-way. Portable and/or temporary signs are not allowed within county road right-of-way administered by Yamhill County.

C. For lots in the C-3 and C-4 zones, the two allowed portable signs per street frontage may be located, without permit, in the public right-of-way fronting that lot except as stated in subsection (B) of this section, provided they meet the following standards:

1. The signs may not be less than two feet nor more than four feet high. The signs must also conform to NMC 15.410.060 if they are within the clear vision zone.
2. The signs may not be located within the vehicular path.
3. If located on a sidewalk, the signs must leave a clear access path at least five feet wide measured horizontally across the main part of the sidewalk and may not be located on an ADA ramp.
4. If the signs are located adjacent to a striped on-street parking area, the signs must be located adjacent to the stripe.
5. The signs may not be located within three feet of a fire hydrant.
6. The sign owner must have the signs removed during hours when the business being advertised is closed.
7. The person placing the signs in the right-of-way must obtain written permission from the owner, or their designee, of the property abutting the right-of-way for any sign, other than a public sign, that is placed within that right-of-way fronting the property owner's lot. The written permission must be presentable to code enforcement or their designee promptly upon request.
8. If more signs than are allowed by this code are located in the right-of-way fronting one lot, all signs may be forfeited as per subsection (F) of this section.
9. Portable and/or temporary signs are not allowed by ODOT on sidewalks along Hancock Street except within the College Street and Main Street rights-of-way.

D. For lots in other zones, two portable or minor freestanding signs per street frontage may be allowed in the public right-of-way except as stated in subsection (B) of this section, provided:

1. The standards of subsection (C) of this section shall be met with the exception of subsection (C)(6) of this section.

NEWBERG DEVELOPMENT CODE SIGN REGULATIONS

Continued

2. Any sign installed or placed in the public right-of-way within these zones not in conformance with subsection (C)(7) of this section shall be forfeited to the owner of the property abutting the right-of-way and is subject to confiscation by said owner.

3. Portable and/or temporary signs are not allowed in the right-of-way along Highway 99W, Highway 240 or Highway 219 except as noted in subsection (B) of this section.

E. No other signs shall be placed within the public right-of-way except as specifically permitted by this code.

F. Any sign installed or placed in the public right-of-way, except in conformance with the requirements of this code, shall be forfeited to the city and subject to confiscation by city employees. In addition to other remedies hereunder, the city shall have the right to recover from the owner or person placing such a sign the full costs of removal and disposal of such sign. Identifying information on the sign shall be prima facie evidence that the individual or entity so identified is the violator. [Ord. 2929 § 1 (Exh. A-1 § 2), 9-3-24; Ord. 2897 § 1 (Exh. A § 4), 6-21-22; Ord. 2782 § 1 (Exh. A), 9-8-15; Ord. 2706 § 1 (Exh. A(2)), 10-6-08; Ord. 2564, 4-15-02; Ord. 2499, 11-2-98. Code 2001 § 151.600.]

§ 15.435.120 DOWNTOWN (C-3) SIGN STANDARDS.

A. Purpose. Newberg's downtown is the heart of the community. A variety of early 20th century commercial buildings define its character. The community's vision is for this area to be a lively, customer- and pedestrian-friendly district with a variety of successful businesses. Competition from other retail areas requires this area to have an identity and look that are distinct and attractive. Capturing the historic and unique feel of the downtown through sign design standards will aid in its vitality. These standards are intended to promote the economic vitality of downtown by promoting attractive, historically themed, and pedestrian-oriented signage.

B. Design Standards. In addition to meeting other standards within this code, any major attached or freestanding sign within the C-3 district shall score at least 10 points using the following scale. Where more than one sign exists on a frontage, the total score shall be the average score for all signs on that frontage.

[Sign Point Scale on next page]

SIGN POINT SCALE

Points Possible	Element
Sign Type	
4	The sign is attached to a mounting bracket and allowed to swing freely.
4	The sign is on an awning and meets the standards in § 15.435.080 below.
3	The sign is a fin sign extending at least 2 feet from the building surface.
3	The sign primarily includes raised or engraved individual letters or graphics on a background wall.
2	The sign is freestanding and less than 6 feet high.
Sign Material	
4	The sign is sandblasted or carved wood.
4	The sign includes natural finished wood in the frame, background or lettering (plywood excluded).
4	The sign includes a frame, background or lettering in aluminum, copper or brass in natural finishes.
2	The sign is on an opaque fabric awning made of cotton-based canvas or woven acrylic and includes free-hanging trim or vertical front.
2	The sign incorporates decorative wrought iron.
Sign Face	
4	The outline of the sign frame (or the letters and graphics if no frame) is predominantly curved or non-rectangular.
3	All colors on the sign are low intensity, such as muted earth tones. Bright, fluorescent, or neon colors are excluded.
2	The most prominent lettering on the sign, such as the business' name, uses a serif or cursive font.
2	At least 15% of the sign area is a landscape, nature, or similar art scene.
Lighting	
2	The sign uses neon tube lighting for letters or graphics.
minus 2	The sign uses internal illumination with greater than 30% transparent or light-colored face.
minus 2	The sign is on a backlit, translucent awning.
minus 4	The sign uses blinking, flashing, or chasing lights
Sign Size	
1 point per 20% reduction	For major attached signage, one point for each full 20% reduction in the total sign area allowed on that building frontage. For major freestanding signage, one point for each full 20% reduction in the total area allowed for that sign.

C. Bonus Provisions.

1. Notwithstanding other provisions of this [code](#), a proposed [sign](#) in the C-3 district that scores in excess of 10 points using the above scale may be larger than the maximum allowable size of a [sign](#) otherwise allowed by this [code](#). An increase of 10 percent of the maximum size is allowed for each point scored over 10 points.

2. The [director](#) may refund 25 percent of [sign](#) design review fees paid for any [sign](#) scoring in excess of 15 points on the scale. [Ord. [2561](#), 4-1-02. Code 2001 § 151.601.]