

# ***SIGN REGULATIONS***

Ordinance No. 2374 as Amended

Including Amendments  
Ordinance Nos. 2379, 2435,  
2474, 2494, 2578, 2593, 2640,  
2680, 2730, 2740, 2806

*Publication Date October 8, 2004*



City of North Richland Hills, Texas

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## SIGN REGULATIONS

### 1. Purpose

The Sign Regulations are established for the purpose of promoting the health, safety, morals and general welfare of the City of North Richland Hills by facilitating easy and pleasant communication between people and their environment. These regulations contain standards intended to avoid visual clutter, which is potentially harmful to traffic, and pedestrian safety, property values, business opportunities, and community appearance. These regulations govern the use, size, location, construction and maintenance of signs. It is the purpose of these regulations to protect property values within the City of North Richland Hills, to enhance the beauty of the City, and to protect the general public from damage and injury, which may be caused by the unregulated construction of signs. Pursuant to these purposes, it is the intent of this Ordinance to authorize the use of signs, which are:

- A. Compatible with their surroundings;
- B. Appropriate to the activity that displays them;
- C. Expressive of the identity of individual activities and the community as a whole;
- D. Legible in the circumstances in which they are seen.

## 2. General Provisions

The following general provisions shall be applicable to all signs erected within the corporate limits of the City of North Richland Hills. Where a conflict may exist between a general provision and a specific regulation, the specific regulation shall have priority over the general provision.

- A. **Compliance Required** No person shall erect, alter, or add to a sign, or sign structure, unless said sign conforms to the provisions contained in this Ordinance. Compliance is required whether or not a permit is required.
- B. **Sign Area** The sign area permitted in these regulations shall apply to the maximum size of a single sign face. However, when the two faces of a sign are separated by an angle of twenty (20) degrees or more, the maximum sign area shall be the total of all non-parallel sign faces.
- C. **Construction Standards**
1. The construction of all signs shall comply with the structural requirements of the North Richland Hills Building Code and the most recent edition of the Uniform Building Code, as adopted by the City of North Richland Hills. Any electrical installations shall comply with the North Richland Hills Electrical Code.
  2. All freestanding sign structures, excluding traffic directional signs, shall be constructed with, or covered with the masonry material to match the masonry portion of the principle building, or shall be constructed of brick or stone.
  3. No permanent wood signs shall be allowed.
  4. All sign structures shall be painted or anodized to blend with the architecture. Exposed metal surfaces that are subject to rust or corrosion are prohibited.
- D. **Engineering Requirements** Where required, the construction plans shall be signed and sealed by a professional engineer registered in the State of Texas.
- E. **Interference with Safety Provisions** No sign shall be erected in such a manner that any portion of its surface or supports will interfere in any way with the free use of any fire escape, exit, standpipe, or window, or obstruct any required ventilator or door stairway.
- F. **Minimum Street Frontage** A minimum of fifty (50) feet of qualified street frontage shall be required to erect a Ground Sign.
- G. **Landscaping Required** All ground signs, except traffic control and direction signs, shall be located in a landscaped setting which minimally consists of turf plant material, in all directions from the sign for a distance equal to a minimum of four and one half feet (4'6") from the base of the sign. Ground type Outdoor Menu Board Signs and Monument Signs shall be required to have landscaping on only 2 sides.
- H. **Master Multi-Tenant Sign Plan Required** (Section Deleted by Ordinance No. 2640)
- I. **Encroachment** A permanent sign shall not be constructed within or project over any property line, right-of-way line, public drainage easement, public or private utility easement without an encroachment letter which has been approved by the Public Works Department.

- J. **Memorial and Historical Signs** The Sign Review Committee may authorize special permits, on such terms as deemed appropriate, for signs and markers denoting properties or buildings which may have historical or memorial significance to the community.
- K. **Community Special Events** The Sign Review Committee may authorize signs to advertise patriotic, special events or special projects of general public interest taking place within the boundaries of the City.
- L. **Lighting** Where provided for in these regulations, certain signs may be illuminated. Illumination may be internal, internal-indirect, or indirect, as defined elsewhere in these regulations. All electrical facilities shall require separate electrical permits and shall be installed in accordance with the North Richland Hills Electrical Code. Lighting shall be installed so as to avoid any glare or reflection onto adjacent property, or create a traffic hazard on a street. Illuminated signs situated within one hundred (100) feet of residentially zoned property shall be shielded to minimize glare.
- M. **Freeway Overlay Zone** There shall be a Freeway overlay Zone located within an area two hundred (200) feet from and parallel to the right-of-way of I.H. Loop 820 and State Highway 121. A Pole or Electronic Message Board sign within the Freeway Overlay Zone shall comply with the following regulations (Amended by Ordinance No. 2640):
1. **Maximum Pole and Electronic Message Boards Sign Height:** A pole sign or Electronic Message Board sign located within the Freeway Overlay zone shall not exceed sixty-five (65) feet in height.
  2. **One Pole Sign shall be allowed per platted lot.** (Amended by Ordinance No. 2640)
  3. **Maximum Pole and Electronic Message Board Sign Area:** The maximum size of a Pole Sign or Electronic Message Board sign located within the Freeway Overlay Zone shall be two (2) square feet of sign area for each linear foot of freeway frontage up to a maximum of four hundred (400) square feet.
  4. **Any Pole Sign or Electronic Message Board Sign located on the property of a public school, private school, government entity or other non-profit organization that is used to provide public service information of a general nature to the community may have a commercial sponsorship message on the sign. The commercial sponsorship message is limited to 10% of the total sign area.**
  5. **One (1) Pole Sign or Monument Sign shall be allowed for each separate auto dealership located within the Freeway Overlay District for each one hundred fifty (150) linear feet of qualified street frontage, or fraction thereof, and be subject to the applicable provisions of the Pole or Monument Sign regulations.** (Added by Ordinance No. 2640)
- N. **Visibility Triangles** No fence, screening wall, billboard, sign, structure, hedge, tree, or shrub shall be erected, planted or maintained in such a manner so as to obstruct or interfere with a clear line of sight for the drivers of approaching motor vehicles within a visibility sight triangle. Within this triangle, vision shall be clear at elevations between thirty inches and nine feet above the average curb grade. The placement of utility poles or traffic control devices shall be regulated the Public Works Director.
1. **Street Intersections**
- a. On corner lots where two residential streets intersect or where a residential street intersects with a C2U collector street, or larger, the triangular area shall be formed by the greater of either:

- (1) Extending the two curb lines from an imaginary point of intersection a distance of thirty feet and connecting these points with an imaginary line, thereby making a triangle, or
  - (2) Extending the property lines, from their point of intersection, a distance of ten feet and connecting these points with an imaginary line, thereby making a triangle.
- b. On corner lots where two C-2-U Collector streets intersect, or where a C-2-U Collector street intersects with a C-4-U Collector street, or larger, the triangular area shall be formed by the greater of either:
- (1) Extending the two curb lines from an imaginary point of intersection a distance of thirty-five feet and connecting these points with an imaginary line, thereby making a triangle, or
  - (2) Extending the property lines, from their point of intersection, a distance of fifteen feet and connecting these points with an imaginary line, thereby making a triangle.
- c. On corner lots where two C-4-U Collector streets, or larger, intersect, the triangular area shall be formed by the greater of either:
- (1) Extending the two curb lines from an imaginary point of intersection a distance of forty feet and connecting these points with an imaginary line, thereby making a triangle, or
  - (2) Extending the property lines, from their point of intersection, a distance of twenty feet and connecting these points with an imaginary line, thereby making a triangle.
- d. In cases where streets do not intersect at approximately right angles, the Public Works Director shall have the authority to vary these requirements as deemed necessary to provide safety for both vehicular and pedestrian traffic.

## **2. Driveway Visibility Triangles for Commercial Driveways**

No sign, including the pole of a sign, shall be erected or maintained in such a manner so as to obstruct or interfere with a clear line of sight for the drivers of approaching motor vehicles within a visibility triangle located on each side of a commercial driveway which intersects with a public street right-of-way or public access easement. The triangular area shall be formed by extending from the imaginary intersection point of the street right-of-way line with the edge of the driveway a distance of fifteen (15) feet and connecting these points with an imaginary line, thereby making a triangle. Within this triangle, vision shall be clear at elevations between thirty (30) inches and nine (9) feet above the average curb grade. Where a driveway intersects with a one-way street, a visibility triangle is only required on the on-coming traffic side of such driveway, unless traffic safety considerations dictate otherwise.

### 3. Signs Exempt from Requiring a Permit

The following signs shall be exempt from permitting but shall comply with any other regulation contained in this Ordinance:

- A. A public notice or warning sign required by a federal, state, or local law, regulation, or ordinance, including historical signs and markers placed by a city, county, state or national historical preservation organization and official vehicle inspection station signs.
- B. A sign located inside a building and which is not displayed so as to be visible from outside the building. Signs located within a covered mall building shall comply with the North Richland Hills Building Code and the North Richland Hills Electrical Code.
- C. A sign located within a building. These generally include credit card decals, hours of operation signs, emergency contact information, etc.
- D. Works of art, including barber poles attached to a building, that does not include a commercial message.
- E. Holiday lights and decorations.
- F. Traffic control signs on private property, such as Stop, Yield, and similar traffic control signs.
- G. "No Parking" or "Towing" signs authorized by City Ordinance.
- H. "No Dumping Allowed" signs posted to deter illegal dumping.
- I. Telephone and other underground utility warning signs, and other safety signs not exceeding one (1) square foot in area.
- J. Temporary Signs that are painted on glass surfaces of windows or doors and pertaining to the lawful business conducted therein.
- K. A sign within or on railway property and placed or maintained in reference to the operation of such railway.
- L. Security Warning, Neighborhood Watch or Crime Watch signs under two (2) square feet in area.

#### 4. Signs Prohibited

Signs not specifically allowed by this Ordinance are prohibited, including:

- A. **Roof Signs** (See definition).
- B. **Rotating and Flashing Signs** Revolving, rotating, flashing, or blinking beams or beacons of light shall be prohibited as a part of a sign display or as a device to attract attention, except as required by a governmental agency. Flashing or blinking lights which are incorporated into an electronic message board may be allowed and are regulated elsewhere in these regulations.
- C. **Signs on Public Property** Private signs shall be prohibited upon public property unless authorized by the City, other appropriate governmental authorities, or as provided by these regulations.
- D. **Signs Attached to Utility Poles** Signs attached to light poles, utility poles, traffic control poles and trees shall be prohibited.
- E. **Park Bench Signs** Park bench signs shall be prohibited.
- F. **Search Lights and Balloons Searchlights** and inflatable balloons shall be prohibited, except when approved as a Grand Opening Permit.
- G. **Obnoxious Signs Exploiting Sex Prohibited**
  - 1. **Visual Depiction of Sexual Areas of Human Form Prohibited** No sign, including any temporary sign, which depicts the human form in such a manner that the areas of the buttocks, genitals, or the pubic area, or any portions of the female breasts below the top of the nipple, shall be maintained, erected, or placed upon or adjacent to any building where it is visible from a public street or from an adjacent building or premises.
  - 2. **Use of Words Connoting Erotic Entertainment Prohibited** No sign, including any temporary sign, which advertises any "topless", "bottomless", "naked", or words of like import, shall be maintained, erected, or placed upon or adjacent to any building where it is visible from a public street or from an adjacent building or premises. The words "adult entertainment" or "adult shows" shall be permissible.
  - 3. **Display of Offensive Signs a Public Nuisance** Any sign which is in violation of this subsection shall be declared a public nuisance.
- H. **Activities Specifically Prohibited** The following types of signs or activities are specifically prohibited as advertising attractions whether in conjunction with or without a Grand Opening Signage permit within the corporate limits of the City of North Richland Hills:
  - 1. Bungee Jumping
  - 2. Animal rides
  - 3. Street vendors or hawkers
  - 4. Helicopter or airplane rides
  - 5. Hot air balloon rides
- I. **Off-premises Advertising** Shall be prohibited, unless provisions for such signs are contained in these regulations.
- J. **Other Signs** Any other sign not specifically allowed by this Ordinance is prohibited.

## 5. Definitions

All definitions of words contained herein shall correspond with the most appropriate definitions appearing in the Webster's New Collegiate Dictionary, unless specifically defined in this Section. For purposes of these regulations, certain terms herein are defined as follows:

- A. **Awning** An architectural projection, which provides weather protection, identity or decoration, and is supported by the building to which it is attached. It is composed of a lightweight rigid or retractable skeleton structure over which another cover is attached which may be of fabric or other materials; may be illuminated. Sign text and logos on awnings are included in the wall signage area, but only the area of the sign, not the entire awning. (Amended by Ordinance No. 2640)
- B. **Banner Sign** A temporary sign which is painted or printed on a strip of cloth, canvas, or other flexible material with or without frames.
- C. **Billboard Sign** An outdoor advertising structure which advertises a use, product, or service not necessarily found on the premises. A billboard sign is also known as an off-site advertising sign.
- D. **Building Official** The administrative official charged with responsibility of enforcing and interpreting this Ordinance.
- E. **Building Sign** A permanent sign that has its supporting structure depending on a building for support and includes wall signs, canopy signs, projections signs and outdoor menu board signs.
- F. **Canopy Sign** A permanent sign which is attached to a fuel station canopy. (Amended by Ordinance No. 2640)
- G. **Community Event** An event that is sponsored by a non-profit organization as defined by Section 503(c) of the United States Internal Revenue Code, as amended, and formed for the use, benefit and enjoyment of its members to achieve religious, recreational, charitable, municipal or educational pursuits. (Added by Ordinance No. 2435)
- H. **Electronic Message Board** A sign utilizing a fixed light source to provide a message in text, pictures or symbols that may appear to move or may appear as an on/off message.
- I. **Flag** A piece of cloth, usually rectangular, of distinctive color and design, used as a symbol, a standard, a signal, or an emblem.
- J. **Freeway Overlay Zone** The Freeway Overlay Zone is located within an area two hundred (200) feet from and parallel to the right-of-way of I. H. Loop 820 and State Highway 121.
- K. **Ground Sign** A permanent sign that has its supporting structure depending on the ground for attachment and includes pole signs, monument signs, outdoor menu message boards, electronic message boards and traffic directional signs.
- L. **Illumination** For the purposes of these regulations the term illumination shall be defined as follows:
  - 1. "Internal lighting" shall mean a source of illumination entirely within the sign which makes the contents of the sign visible at night by means of the light being transmitted through a translucent material but wherein the source of the illumination is not visible.
  - 2. "Internal-indirect lighting" shall mean a source of illumination entirely within the sign (generally a freestanding letter) which makes the sign visible at night by means of lighting the

background upon which the freestanding character is mounted. The character itself shall be opaque, and thus will be silhouetted against the background. The source of the illumination shall not be visible.

3. "Indirect lighting" shall mean a source of external illumination located a distance away from the sign, but designed specifically to illuminate the sign, but which it is not visible to persons viewing the sign from any normal position of view.
- M. **Incidental Signs** A permanent sign that has a purpose secondary to the use of the property that provides information rather than advertising. Examples of such signs are traffic directional signs interior to the lot, "employee only parking", "loading zone only", "truck traffic only" signs. Incidental signs on windows may include credit card logos and hours of operation.
- N. **Light Pole Banner Sign** A temporary sign which is painted or printed on a strip of all weather cloth, canvas, or other flexible material which is designed or manufactured for outdoor use mounted on a light pole on private property. The sign material shall be secured in such a manner to render the sign stationary. (Added by Ordinance No. 2474)
- O. **Lot** Land, including a tract, plat, or parcel, occupied or intended for occupancy by a use permitted in the City's Zoning Ordinance, and usually having its principal frontage upon a street or upon an officially approved place.
- P. **Lot Width** The minimum width of a lot measured at the front building line or chord length when the front of the lot is curved.
- Q. **Major Development Sign** A permanent ground sign that provides advertising media for certain sized multi tenant developments.
- R. **Monument Sign** A permanent ground sign generally constructed out of brick, stone or cast concrete material supported on concrete foundation across the entire base of the structure and which may have an open space between the bottom of the sign and the ground which does not exceed one (1) foot.
- S. **Obsolete Sign** A sign that advertises or identifies a business, product or service that is no longer in existence at that location.
- T. **Outdoor Menu Board** A permanent ground sign or wall sign that provides an itemized listing of menu items and prices for food service establishments.
- U. **Pole Sign** A permanent ground sign that is supported totally from the ground. The message area is located on top of the support structures.
- V. **Portable Sign** Those signs that are not firmly attached to the ground, a building, or other structure, and those that can be easily moved or carried about and reused numerous times at different locations. Determination by the Building Official or his designated representative as to whether any sign is portable shall be controlling. (Added by Ordinance #2435)
- W. **Projection Sign** A permanent wall sign that is mounted to the exterior wall of a building and that is mounted perpendicular to the wall of the building.
- X. **Roof Sign** Any sign erected and constructed wholly on and over the roof of a building, supported by the roof structure, and usually extending vertically above the highest portion of the roof.

- Y. **Sign** A displayed structure bearing lettering, symbols or logos, generally used to identify or advertise a place of business, product or service located or offered on the premises. Distinctive colors (exceeding 15% of any façade elevation), shapes or images which promote the product or business shall constitute a sign. This may include bright colors, lights, drawings or graphics. (Example: bright orange mini-warehouses.)

The determination of what constitutes a sign shall be made by the Building Official. Any appeal of the building Official's decision shall be made to the Sign Review Board.

- Z. **Sign Area** The total area within the extreme perimeter of the attraction area intended to draw attention to the sign. Exception: Monument Signs.
- AA. **Sign Height** The vertical distance measured from natural grade to the top of the sign, measured at its highest point above ground level. For purposes of measurement, the natural grade shall be the elevation created by the undisturbed existing grade, or by normal site grading, when creating a development site. It shall not include any super elevation treatment.
- BB. **Sign Rider** An attachment to a real estate sign "detailing" certain features of the property, such as "Four Bedroom," "Pool," "Game Room," or the agents name.
- CC. **Temporary Sign** Any sign, banner, pennant, valance or advertising display constructed of cloth, canvas, light fabric, cardboard, wallboard or other like materials, with or without frames, and any type sign not permanently attached to the ground, wall or building, intended to be displayed for a short period of time only. (Modified by Ordinance No. 2435)
- DD. **Traffic Directional Sign** Any sign used only to control and direct traffic into or on private property, e.g., "ENTER" or "EXIT".
- EE. **Wall Sign** A sign painted on or attached to the wall surface of a building.
- FF. **Wall Surface** The general outer surface of any main exterior wall of the building or structure not including cornices, bay windows, or other ornamental trim.

## 6. Sign Permit Required

No person shall erect, display, alter, relocate, or add to a ground sign, building sign, temporary sign, or a sign structure without first obtaining a permit which has been approved by the Building Official, unless an exemption is specifically provided herein. No permit shall be issued until the Building Official determines that the proposed sign is in conformance with these and any other applicable regulations. Where signs are illuminated by electric lighting that requires permanent wiring connections, separate electrical permits shall be obtained as required by the North Richland Hills Electric Code.

- A. **Certificate of Occupancy Required** No sign permit shall be approved unless a Certificate of Occupancy has been issued or an application for a Certificate of Occupancy has been approved by the Building Official.
- B. **Sign Permit Application** Applications for sign permits shall be submitted on forms furnished by the Building Official and comply with the following:
1. The permit application shall be signed by the property owner or his authorized agent. When the applicant is not the owner, the applicant shall provide a letter from the property owner that authorizes the applicant to represent the owner in the sign application process.
  2. The applicant shall submit two (2) copies of a site plan which shows the proposed sign in relation to all lot lines and structures, or its location on the building.
  3. A copy of stress sheets and calculations showing that the sign and its structure designed for dead load and wind pressure in any direction in the amount required by the North Richland Hills Building Code of the City. The current edition of the Uniform Building Code adopted by the City shall apply for the design of any sign structure. All structural calculations and design drawings are to be signed and sealed by a professional engineer registered in the State of Texas.
  4. The name of the person, firm, corporation or association erecting the sign structure or painting the sign.
  5. The applicant shall submit two (2) copies of details of construction of the sign and the sign support structure to clearly identify materials, methods of fastening or anchoring, whether or not the materials are to be painted, the type, size and location of lighting. When a sign is illuminated by "indirect lighting" the applicant shall also submit details of location, direction and placement of the lighting and the shielding.
  6. Any other information deemed necessary by the Building Official.
  7. The applicant shall pay a deposit in the amount of \$100 when the permit is application filed. The deposit may be applied to the permit when the permit is secured. If the permit is not secured, the \$100 shall be considered a plan review fee and is non-refundable.
- C. **Permit Approved** When the Building Official has determined that the application complies with the requirements of this Ordinance, he shall approve and issue the sign permit. The permit shall be expire 90 days from the date of approval and may be extended upon one written request of the applicant. An application for an expired permit shall be the same as required for a new application.

## **7. Contractor Registration**

As a prerequisite to obtaining sign permits, any person or firm operating under the provisions of this Ordinance within the corporate limits of the City of North Richland Hills shall be registered as a Sign Contractor in accordance with the requirements of the North Richland Hills Building Code. Each Sign Contractor shall pay an annual fee. Said fee shall be established by separate ordinance adopted by the City Council.

## 8. Administration and Enforcement

For purposes of these regulations, the enforcement provisions contained in this Section shall apply to the sign regulations. Any violation of these regulations is subject to the provisions of the Penalty Clause contained herein.

- A. **Notification of Violation** When any sign is constructed, erected, or maintained in violation of these regulations, the property owner, management and/or tenant shall be given written notice to remove or alter the structure so as to comply with the standards set forth in these regulations as follows:
1. The property owner, his agent, and/or the tenant shall be served with a written notice that states the violation and requires compliance with this Ordinance not more than ten (10) days from the date the notice is served. The notice may be served by handing it to the property owner, agent, or tenant, in person, or by depositing the same in the United States mail, addressed to the property owner at the owner's address as shown on the most current tax roll of the City, or the tenant as shown on the utility billing records of the City. If the owner or tenant cannot be found, or if the notice is refused, or if the notice is returned by the United States Postal service, then the owner may be notified as follows:
    - a. Posting the notice on or near the front door of each building on the premises where the violation exists at least ten (10) days prior to further action; or
    - b. Posting the notice on a placard attached to a stake driven into the ground on the premises where the violation exists at least ten (10) days prior to further action.

If such person, firm or corporation fails or refuses to comply with the provision of this Ordinance within the specified period following notification, the same shall be considered to be in violation of and subject to fine and penalty as provided for this Ordinance.

- B. **Unsafe and Dangerous Signs** The Building Official shall require that any sign or sign supports that are deemed unsafe, dangerous or that poses an immediate threat to the safety of the general public be made safe by repair or removal. The Building Official shall make reasonable effort to notify and allow the owner, tenant and/or agent of the sign or sign structure to abate the unsafe, dangerous or threatening condition. As a last resort, the Building Official shall take the necessary steps to abate the conditions. Any and all costs shall be charged to the owner, tenant and/or agent of the sign or sign structure as follows:
- a. Whenever the property owner, agent, or tenant fails to abate the unsafe or dangerous condition within the time allowed, the Building Official is hereby authorized to contract with a contractor to perform such work as may be required to abate the nuisance.
  - b. Whenever the City causes any work to be performed to abate a nuisance, a charge will be made to the property owner, agent, or tenant to recover the costs associated with the abatement. The charge shall be the actual cost of abatement, plus applicable sales taxes.
  - c. An Administrative fee of \$75.00 shall be assessed for each charge.
  - d. If the actual charge and the administrative fee are not paid to the City within thirty (30) days after billing, the City shall file a lien against the property. Said lien shall be filed in the Deed Records of Tarrant County, Texas. The charges shown on the lien shall bear interest at the rate of eight per cent (8%) per annum from the due date until paid. The lien shall be collected under the same terms and provisions of law as on City ad valorem taxes.

**C. Illegal Signs** (Amended by Ordinance 2730)

- a. Signs which are erected in public right-of-way in violation of this ordinance may be removed as may be authorized by the City Manager.
- b. The Building Official is authorized to abate or impound any temporary sign that is in violation of these regulations if not abated by the property owner and/or the sign owner within twenty-four (24) hours after notice has been given.

**D. On Premise Sign Maintenance** (Amended by Ordinance No. 2578)

1. Signs and sign structure, including those existing prior to this Ordinance, shall be maintained at all times in a state of good repair, safe and secure condition, with all braces, bolts, slips, supporting frame and fastenings free from deterioration, termite infestation, rot, rust or loosening, and able to withstand at all times the wind pressure for which they were originally designed.
2. Sign supports, structures and faces of all exterior surfaces that are covered with paint shall be regularly painted to prevent rusting, peeling or blistering surfaces.
3. Any sign or sign support which varies, leans or lists 15 degrees or more from horizontal or vertical original design (unless approved as part of the original design) shall be considered as requiring maintenance, and shall be repaired or removed by the owner.
4. All obsolete signs lettering must be removed within 30 days of the sign becoming obsolete. In the case of a painted sign, it shall be painted over, in the case of an internally lit sign, a blank panel shall be installed, and in the case of applied letters or other material, they shall be removed. For purposes of this ordinance obsolete signs include any sign that advertises a business that is not in operation on the premises.
5. At no time shall a sign's internal lighting or structure be exposed unless it is actively under repair.
6. Any sign which the Building Official determines no longer serves a bono fide use conforming to this code, shall be removed by the owner, agent or person having the beneficial use of the land, buildings or structure upon which the sign is located within fifteen (15) days after written notification to do so from the Building Official. Upon failure to comply with such notice, the Building Official is hereby authorized to cause the removal of such sign, and any expense incident thereto shall be paid by the owner of the land, building or structure to which such sign is attached or upon which it is erected. (Added by Ordinance No. 2435)

**9. Table of Permitted Signs** (Amended by Ordinance No. 2435, 2474, 2640, 2806)

The Table of Permitted Signs, included in this Section, presents the zoning districts where the locations of signs shall be allowed or prohibited by these regulations. Signs are listed in accordance with allowable zoning districts shown as shaded areas, and zoning districts where certain signs are prohibited shown as blank areas.

Table of Permitted Signs	Permit Req'd Y/N	Section #	Residential districts									Non-Residential districts									
			R 1 S	R 1	R 2	R 3	R 4 D	R 6 T	R 8	R 7 M F	M H 1	O 1	L R N S	C 1 C S	C 2 C H C	O C	I 1	I 2	U	A G	
<b>A. Ground Signs 13A</b>																					
Electronic Message Board <sup>4</sup>	Y	12																			
Major Development Sign	Y	4																			
Monument Sign	Y	3																			
Pole Sign <sup>6</sup>	Y	1																			
Subdivision Nameplate Sign	Y	5																			
Menu Board Sign	Y	2																			
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New Development Sign	Y	1																			
Banner Sign	Y	7																			
Construction Trade Sign	N	8																			
Flags <sup>2</sup>	N	11																			
Garage Sale Sign	N	5																			
Grand Opening Sign	N/Y	10																			
Light Pole Banner Sign	Y	12																			
Political Sign <sup>3</sup>	N	6																			
Portable Sign <sup>5</sup>	Y	3																			
Real Estate Sign	N	4																			
Weekend Advertising Sign	Y	9																			

<sup>1</sup> Multi-family allowed one Wall Sign per street frontage.

<sup>2</sup> Company logo flags not allowed in AG, R1S, R1, R2, R3, R4D, R6T, R8, & MH1 districts.

<sup>3</sup> Political Signs are regulated as either "AG & R" district signs or "All other district" signs.

<sup>4</sup> Electronic Message Boards allowed outside the Freeway Overlay Zone have additional restrictions than Electronic Message Boards allowed within the Freeway Overlay Zone.

<sup>5</sup> See additional restrictions under the Portable Sign regulations.

<sup>6</sup> Pole signs located in these districts must be located within the boundaries of the Freeway Overlay Zone per Section 2-M. Pole signs located outside the Freeway Overlay District are prohibited unless part of a major development per Section 13-A-4. (Ordinance #2806)

## 10. Nonconforming Signs (Amended by Ordinance No. 2435, 2494, 2730)

### a. Definitions.

- (1) "Sign" means an outdoor structure, sign, display, light device, figure, painting, drawing, message, plaque, poster, billboard, or other thing that is designed, intended, or used to advertise or inform.
- (2) "On-premise sign" means a freestanding sign identifying or advertising a business, person, or activity, and installed and maintained on the same premises as the business, person, or activity.
- (3) "Off-premise sign" means a sign displaying advertising copy that pertains to a business, person, organization, activity, event, place, service, or product not principally located or primarily manufactured or sold on the premises on which the sign is located.

### b. Signs erected in violation of law. Any sign erected or placed in violation of a city ordinance or regulation applicable at the time of its erection shall be deemed to constitute a violation of this ordinance and shall be removed upon notification to the owner of the premises where it is located. Failure to remove such sign after notice shall constitute a violation of this ordinance.

### c. Destroyed signs. Signs which do not comply with current sign ordinances of the city must, if damaged or destroyed, so that the cost of repairing such sign is more than 60 percent of the cost of erecting a new sign of the same type at the same location, be removed upon notice. Failure to remove such a sign shall constitute a violation of this ordinance.

### d. Abandoned On-Premise Signs.

- (1) On-premise signs identifying or advertising a business shall be removed within thirty days following the first anniversary of the date on which the business, person or activity identified or advertised by such sign or sign structure ceases to operate on the premises where the sign or sign structure is located; provided, however, if the premises containing the sign is leased, such removal shall be required within thirty days following the second anniversary of the date the most recent tenant ceases to operate on the premises. Failure to remove as required shall constitute a violation of this ordinance.
- (2) On-premise signs or sign structures advertising or identifying a person, activity or business which ceases to operate on the premises shall not be altered to advertise another person, activity or business unless such sign as altered shall conform to the city's sign regulations, including but not limited to size, height, and location.

### e. Other Non-Conforming Signs.

All other permanent signs which do not comply with current sign regulations shall be entitled to remain unless required to be relocated, reconstructed or removed in compliance with Subchapter A of Chapter 216 of the Texas Local Government Code.

## 11. Special and Additional Regulations

("Signs for Automobile Dealerships" deleted by Ordinance No. 2640)

("Signs in Agricultural Districts" deleted by Ordinance No. 2640)

### A. Temporary Signs during Roadway Construction. (Added by Ordinance No. 2680)

1. All businesses directly adjacent to major roadway construction scheduled for 6 months or more duration and initiated by the City or State on thoroughfares and freeways within the City of North Richland Hills shall be allowed two temporary portable signs per year for a maximum of 16 days for each event until the roadway construction is completed.

## 12. Electronic Message Boards

Electronic Message Boards within the Freeway Overlay Zone shall be subject to specific regulations for the Freeway Overlay Zone. Electronic Message Boards located outside the Freeway Overlay Zone shall comply with the following regulations:

- A. The maximum area is limited to 40 square feet.
- B. The sign message is non-commercial and is limited to general public information.
- C. The maximum lamp wattage shall not exceed 40 watts.
- D. Commercial sign sponsorship may be affixed to the sign. The maximum area of the company name and/or logo is limited to a maximum of 10% of the sign area.
- E. Electronic Message Boards not meeting these criteria may be allowed only upon approval of a Specific Use Permit.

## 13. Sign Height, Area, Construction and Placement Standards

### A. Ground Signs, General

Ground Signs shall be regulated as Pole Signs, Monument Signs, Major Development Signs, Subdivision Nameplate Signs, New Development Signs, Traffic Directional Signs, Electronic Message Boards, or Outdoor Menu Board Signs.

1. Pole Signs (Deleted by Ordinance No. 2640)
2. **Outdoor Menu Boards** Outdoor Menu Board may be allowed on a lot that has a business with drive thru windows subject to the following conditions:
  - a. Not more than two (2) outdoor menu boards shall be allowed per drive-through window.
  - b. Sign area shall not exceed thirty (30) square feet.
  - c. The outdoor menu boards shall be located behind the front façade of the building.
  - d. The outdoor menu boards may be either wall or monument type signs.

### 3. Monument Signs

- a. **General** Monument Signs shall be classified as either single-family residential, multi-family residential or non-residential. Monument Signs shall comply with the following regulations that are established for the three (3) divisions:

- (1) Monument Signs shall be allowed in zoning districts shown in Section 10, Table of Permitted Signs.
- (2) When a Monument Sign is situated within an island or a driveway location at the entryway of a development where a vehicular driving lane is located on one (1) or more sides of the Monument Sign, the Monument Sign shall be located consistent with the Visibility Triangle requirements.
- (3) The sign structure area is the area created by the extreme limits of the total sign structure.
- (4) The sign message area shall be surrounded by at least eight inches (8") of sign structure consisting of masonry. (Amended by Ordinance No. 2640)
- (5) The sign structure area includes the sign message area.

### b. Single-family Residential Monument Signs

- (1) **Number Allowed** Not more than two (2) matching Single-family Residential Monument Signs shall be allowed at each entrance of a single-family residential subdivision.
- (2) **Maximum Area** A Single-family Residential Monument Sign shall not exceed:
  - (a) Fifty (50) square feet of sign message area.
  - (b) Seventy-five (75) square feet of sign structure area.
- (3) **Maximum Height.** A Single-family Residential Monument Sign shall not exceed six (6) feet in height.

(4) **Illumination.** Single-family Residential Monument Signs may be illuminated.

c. **Non-residential Monument and Multi-Family Monument Signs**

- (1) **Number Allowed** A maximum of one Monument sign per street frontage per lot shall be permitted. (Amended by Ordinance No. 2640)
- (2) **Maximum Area** The maximum area for a Monument Sign shall be fifty (50) square feet for sign message area and seventy-five (75) feet for sign structure area. (Amended by Ordinance No. 2640)
- (3) **Maximum Height** The maximum height for a Monument Sign shall be seven (7) feet. (Amended by Ordinance No. 2640)
- (4) **Spacing** A non-residential Monument Sign shall be a minimum of one hundred (100) feet from another non-residential Monument Sign, Pole Sign, or Major Development Sign situated on the same lot.
- (5) **Changeable Message Boards** A non-residential Monument Sign may contain a changeable message board that utilizes changeable letters. The area of a message board shall be included in calculating the total sign area.
- (6) **Lighting** Monument Signs may be illuminated only by internal lighting for sculpted non-ferrous panels or by a ground lighting source where the light and fixture are not visible from a public Right of Way.

4. **Major Development Signs**

The purpose of a Major Development Sign is to identify the name of large commercial and retail developments.

a. (Subsection Deleted) (Amended by Ordinance No. 2640)

b. **Major Developments**

- (1) **General Criteria** One Major Development Sign shall be allowed as follows:
  - (a) For a development on a single platted lot that contains one (1) or more multi-occupancy building having two hundred thousand (200,000) square feet or more in combined floor area, or
  - (b) For a development on two (2) or more contiguous and adjacent lots that contains one (1) or more multi-occupancy building having two hundred thousand (200,000) square feet or more in combined floor area.
- (2) **Considered as a Bonus Sign** A Major Development Sign shall be considered a bonus sign and may be allowed in addition to any other sign authorized in these regulations, provided that all spacing requirements are satisfied.
- (3) **Maximum Number Allowed** Nothing in these provisions shall be construed so as to allow more than one (1) Major Development Sign for each eligible development.
- (4) **Spacing** A Major Development Sign shall be a minimum of one hundred (100) feet from a Pole Sign or Monument Sign located on the same lot or on an adjacent lot of the same development.

- (5) **Maximum Area** The Major Development Sign shall not exceed 100 square feet of sign area.
- (6) **Maximum Height** A Major Development Sign shall not exceed the maximum height of twenty-five (25) feet.
- (7) **Maximum Planter Height** When a Major Development Sign is located at a driveway entrance, landscaping plants or planter boxes situated at the base of a Major Development Sign shall not exceed thirty (30) inches in height.
- (8) **Changeable Message Board** A Major Development Sign may contain a changeable message board that utilizes changeable letters. The area of a changeable message board shall be included in calculating the total sign area.
- (9) **Material Requirements** The support structure for a major development sign shall be double pole and shall be constructed or covered with materials that match the masonry portion of the principle building on the site or shall be covered with stone or brick. Each support structure shall be independently covered with masonry.
- (10) **Illumination** A Major Development Sign may be illuminated.
- (11) **Identification** A minimum of 15% of the sign area of a Major Development Sign shall display the name of the center at the top of the sign. (Added by Ordinance No. 2640)

c. **Major Retail Malls**

- (1) **General Criteria** A Major Retail Mall is a commercial development that consist of a multi-occupancy building consisting primarily retail establishments located in one building or one operating entity having a combined floor area of at least five hundred thousand (500,000) square feet in floor area. The development may be located on one or more contiguous and adjacent lots, parcels or tracts.
- (2) **Monument Signs** A Major Retail Mall may have monument signs complying with the following regulations:
  - (a) **Maximum Area** The maximum area of a Monument Sign is ninety (90) square feet in area.
  - (b) **Maximum Height** The maximum height of a Monument Sign is twelve (12) feet.
  - (c) **Illumination** A monument sign may be illuminated.
  - (d) **Off-site Monument Sign** A major Retail Mall is permitted one (1) off-site monument sign.
- (3) **Wall Signs** A Major Retail Mall may have Wall Signs that compiling with the following regulations:
- (4) **Maximum Area** Maximum Area Multiple Wall Signs shall be allowed per wall surface. The maximum area of all Wall Signs on each wall face shall not exceed twenty-five (25) percent of the total wall area. For purposes of these regulations, the term "wall area" shall mean the wall surface of a single tenant structure or the storefront of a multi-occupancy structure. Wall Signs may be placed on the vertical edge of freestanding canopies, however, the canopies may not be counted toward the sign area allowed.

(5) **Illumination** A Wall Sign may be illuminated.

5. **Subdivision Nameplate Signs**

The purpose of a Subdivision Nameplate Sign is to provide identification of a subdivision. Subdivision Nameplate Signs shall comply with the following additional regulations:

- a. **Permitted Districts** Subdivision Nameplate Signs shall be allowed in zoning districts shown in Section 10, Table of Permitted Signs.
- b. **Location** Subdivision Nameplate Signs shall be secured or mounted into a fence or masonry-screening wall.
- c. **Number Allowed** Not more than two (2) matching Subdivision Nameplate Signs shall be allowed at each entrance of an "R" district subdivision, or a multi-family development.
- d. **Maximum Area** A Subdivision Nameplate Sign shall not exceed fifty (50) square feet in area.
- e. **Maximum Height** A Subdivision Nameplate Sign shall not extend above the fence or wall.
- f. **Illumination** Subdivision Nameplate Signs may be illuminated.

6. **Traffic Directional Signs**

The purpose of a Traffic Directional Sign is to aid vehicular traffic into or out of a business establishment by identifying only the vehicle entrances or exits. Traffic Directional Signs shall comply with the following regulations:

a. **General**

- (1) A permit shall not be required for a Traffic Directional Sign.
- (2) Traffic Directional Signs shall be allowed in zoning districts shown in Section 10, Table of Permitted Signs.
- (3) Only two (2) Traffic Directional Signs may be allowed for each drive approach. Each sign must be either an "Entrance" or an "Exit" labeled sign.
- (4) A Traffic Directional Sign shall not exceed four (4) square feet in area.
- (5) Traffic Directional Signs may include a company name and logo.
- (6) A Traffic Directional Sign may be illuminated.
- (7) Traffic Directional Signs shall be located on private property.

b. **Regulations for Industrially Zoned Property.**

- (1) A permit shall not be required for a Traffic Directional Sign.
- (2) Only two (2) Traffic Directional Signs may be allowed for each drive approach. Each sign must be either an "Entrance" or an "Exit" labeled sign.
- (3) A Traffic Directional Sign may not exceed 15 square feet in area.

- (4) Traffic Directional Signs may include a company name and logo.
- (5) A Traffic Directional Sign may be illuminated.
- (6) Traffic Directional Signs shall be located on private property.

## B. Building Signs

Building Signs shall be regulated as either Wall Signs or Fueling Station Canopy Signs.

### 1. **Wall Signs** (Amended by Ordinance No. 2640)

The purpose of a Wall Sign is to provide single faced signage attached flat against the wall of a structure. Each structure or tenant space may have wall signage on a maximum of two building faces. Wall signs are only permitted on faces of buildings that have a street frontage or a public entrance. For the purpose of these regulations, a sign attached to a mansard roof that has a 1:1 slope or more shall be regulated as a Wall Sign. For the purpose of these regulations, a sign that is attached or affixed to an awning that does not extend more than thirty-six (36) inches from the exterior wall surface to which it is attached shall be regulated as a Wall Sign. Wall Signs shall comply with the following regulations:

- a. **Permitted Districts.** Wall Signs shall be allowed in zoning districts shown in Section 9, Table of Permitted Signs.
- b. **Maximum Area.** Multiple Wall Signs shall be allowed on exterior walls, but the maximum area of all Wall Signs on each such wall shall not exceed fifteen percent (15%) of habitable wall area. For the purposes of these regulations, the term "habitable wall area" shall mean the surface area of the interior wall parallel and adjacent to the exterior wall surface where signs are desired.
- c. **Multi-family Developments.** Wall Signs for multi-family developments are limited to one (1) Wall Sign for each street frontage and a maximum area of twenty-five (25) square feet.
- d. **Maximum Projection.** A Wall Sign shall not project more than eighteen inches (18") from the surface upon which it is attached. However, the upper edge of a Wall Sign mounted on a mansard roof may project more than thirty-six inches (36") so long as the sign is perpendicular to the ground and does not extend above the apparent roofline of the building.
- e. **No Projection above Roof Line.** Except for signs attached to a mansard roof, all Wall Signs shall be placed flat against the wall of a building and shall not project above the cornice line, parapet wall, the apparent flat roof, eaves line of the building, or extend beyond the side wall of the building.
- f. **Illumination.** A Wall Sign may be illuminated.
- g. **Window Signs** Signs visible from a public street or sidewalk that are posted, attached, painted, placed, or affixed to or on a window or within three feet (3') behind the window and visible from the window. Maximum area of window signs shall be twenty five percent (25%) of a window. Where multiple windows exist fronting a single elevation, such maximum shall not apply to any single window, but window signs shall not occupy more than twenty five percent (25%) of all window areas.

### 2. **Fueling Station Canopy Signs** (Amended by Ordinance No. 2640)

The purpose of a Fueling Station Canopy Sign is to provide advertising on a fueling station canopy structure. For the purpose of these regulations, a sign attached to a Fueling Station

Canopy which extends more than three feet (3') from the exterior of the wall surface to which it is attached or to a free form standing canopy shall be regulated as a Fueling Station Canopy Sign. Fueling Station Canopy Signs shall comply with the following regulations:

- a. Fueling Station Canopy Signs shall be allowed in zoning districts shown in Section 9, Table of Permitted Signs.
- b. Fueling Station Canopy Signs be limited to two (2) canopy faces and shall not exceed thirty percent (30%) of the area of any canopy face.
- c. A Fueling Station Canopy Sign shall not extend beyond the top, bottom or edges of the canopy face.
- d. A Fueling Station Canopy Sign may be illuminated.
- e. Advertising signage on the Fueling Station Canopy shall be limited to company name or logo. No fuel price information or changeable message boards shall be allowed on any Fueling Station Canopy.
- f. A Fueling Station Canopy shall not extend:
  - (1) to less than eight feet (8') above any pedestrian walking surface below, or
  - (2) to less than fourteen feet (14') above a vehicular maneuvering area.
- g. (Section Deleted)

### C. Temporary Signs

Temporary signs shall be regulated as either Portable Signs, Real Estate Signs, Garage Sale Signs, Political Signs, Banner Signs, Construction Trade Signs, Flags, and Weekend Advertising Signs.

#### 1. New Development Signs

The purpose of a New Development Sign is to provide temporary identification of a new residential subdivision, or a proposed new commercial development. New Development Signs shall comply with the following additional regulations:

- a. **Permit Period** Permits for such signs shall be valid for a period of one (1) year, or to the completion of the project, whichever occurs first and must be removed prior to the expiration of the permit. The permit may be renewed each year upon payment of a new fee provided that a minimum of ten (10) percent of the lots remain vacant in a residential subdivision.
- b. **On-site** One (1) New Development Sign shall be allowed on-site of the residential subdivision or on the site of the commercial project. Additional on-site New Development Signs shall be allowed as follows:
  - (1) One (1) additional New Development Sign shall be allowed on-site on a different street than the initial New Development Sign when a residential subdivision contains two street intersections, which do not intersect on the same street.
  - (2) One (1) additional New Development Sign shall be allowed on-site of a proposed new commercial project when the site contains two or more street frontages.

- c. **Off-site** One (1) New Development Sign shall be allowed off-site which may be located in any Commercial, Industrial, or Office Zoning District, or on unplatted vacant property.
  - d. **Maximum Height** A New Development Sign shall not exceed fifteen (15) feet in height.
  - e. **Maximum Area** A New Development Sign shall not exceed one hundred (100) square feet in area.
  - f. **Illumination** A New Development Sign may be illuminated.
2. **Vehicle Advertising** (Amended by Ordinance No. 2435)
- a. It shall be unlawful to attach any sign to or upon any vehicle, trailer, skid or similar mobile structure where the primary use is to provide a base for the sign itself and where the vehicle is allowed to remain parked along a right-of-way in the same location or in the same vicinity at frequent or extended periods of time.
  - b. Vehicles whose primary use is the regular delivery of goods or services may have such goods and services advertised upon the vehicle provided the owner can demonstrate, through a log or other documentation made contemporaneously with the vehicle usage, that the primary use of the vehicle is the regular delivery of goods or services.
  - c. Signs shall be permanently attached to the vehicle by being painted, bolted, screwed or magnetically affixed. No sign or advertising structure shall be erected or attached to any vehicle except for those signs which are painted directly or mounted flush to the surface or mounted directly on the roof of the vehicle. No roof mounted signs shall project more than twelve (12) inches above the roof of the vehicle or the bed of a pick-up truck.
  - d. Banners or signs made of cloth or other light materials, secured with rubber, rope, string, tape or other similar adhesives shall be prohibited for vehicular advertising.
  - e. Vehicle advertising affixed to a vehicle which has been altered for purposes of circumventing these regulations shall be prohibited.
  - f. Vehicles that are inoperable, that are not properly licensed and/or are currently not registered shall not be used, parked or stored in a manner to provide advertising.
3. **Portable Signs** (Amended by Ordinance No. 2435)
- a. A permit shall be required for every Portable Sign. Non-profit organizations will not be charged a permit fee.
  - b. All applications for a Portable Sign permit shall be accompanied by a refundable deposit of one hundred (\$100) dollars per sign. The deposit will be refunded to the applicant once the Portable Sign has been removed and an affidavit attesting to the removal of the sign is filed with the City. If the applicant fails to provide such an affidavit within 5 days of the expiration of the permit, the deposit will be forfeited to the City.
  - c. Portable Signs shall be allowed in zoning districts shown in Section 10, Table of Permitted Signs, subject to the following additional restrictions:
    - (i) Portable Signs utilized by non-profit organizations shall be allowed in all zoning districts; however, within residential zoning districts, signs may only be located on a collector or arterial street.

- (ii) Portable Signs utilized to advertise “for profit” activities may be located in nonresidential districts only.
- d. A Portable Sign may be erected or placed to advertise a business, industry or pursuit, but only on the premises on which the referenced business, industry or pursuit is conducted and only when a Certificate of Occupancy has been previously issued by the Building Official.
- e. Portable Signs to advertise community events may be located off-premise from the location of the event.
- f. A Portable Sign may be erected for a maximum period of ten (10) days. (Amended by Ordinance No. 2640)
- g. The number of allowable Portable Sign permits shall be as follows:
  - (i) One (1) grand opening Portable Sign permit may be issued to a business during the tenure of the business at the same location.
  - (ii) In addition to the one-time grand opening permit, a maximum of one (1) Portable Sign permit may be issued to a business for advertising purposes each calendar year.
  - (iii) Each community event shall be permitted to obtain five (5) Portable Sign permits.
- h. The Portable Sign structure must be removed from the view of adjacent public rights of way upon expiration of the permit. Removal of the letters from the signboard does not constitute removal of the sign.
- i. A Portable Sign shall not exceed fifty (50) square feet in area.
- j. A Portable Sign shall not be erected or placed in any location that constitutes a safety or traffic hazard.
- k. A Portable Sign shall not be erected or placed in a fire zone, fire lane, handicap parking area or required loading zone.
- l. A Portable Sign shall not be placed in any location that blocks the view of any ground sign.
- m. A Portable Sign shall be placed a minimum of ten (10) feet from any property line.
- n. A Portable Sign shall be a minimum of one hundred (100) feet from another Portable Sign situated on the same lot.
- o. A Portable Sign shall bear the company name, address and telephone number of the owner of the sign which shall be the same information as shown on the Contractor Registration on file with the City. Any sign not containing current information shall be declared an illegal sign.
- p. Portable Signs shall not be illuminated.

#### 4. Real Estate Signs

The purpose of a Real Estate Sign is to advertise the offering for sale or rental of land and buildings. Real Estate Signs shall be classified as either residential or non-residential. Every Real Estate Sign shall comply with the following regulations:

a. **General Provisions Applicable to all Real Estate Signs**

- (1) A permit shall not be required for a Real Estate Sign.
- (2) Real Estate Signs shall be allowed in zoning districts shown in Section 10, Table of Permitted Signs.
- (3) Real Estate Signs shall be removed within one (1) week following the close of a sale or lease of the property advertised.

b. **Residential Real Estate Signs** One (1) Residential Real Estate Sign shall be allowed for each street frontage for a single lot of residential zoned or used property as follows:

- (1) The Residential Real Estate Sign shall be placed on the property offered for sale or rental.
- (2) The area of the Residential Real Estate Sign shall not exceed six (6) square feet, exclusive of the pole. The Real Estate Sign shall have no more than six (6) "sign riders".
- (3) No portion of a Residential Real Estate Sign, including the pole, shall exceed six (6) feet in overall height.
- (4) A Residential Real Estate Sign shall be not be illuminated.
- (5) In addition to a Residential Real Estate Sign, one (1) "Open House" and one (1) "Model Home" sign shall be allowed on the property offered. The size and area shall not exceed that of a Residential Real Estate Sign.
- (6) "Open House" signs and "Model Home" signs displayed off-premises shall be allowed when the advertiser and the sign conforms to the regulations for Weekend Advertising Signs contained in this Ordinance.

c. **Non-residential Real Estate Signs.** One (1) Non-residential Real Estate Sign shall be allowed for each street frontage on any multi-family or nonresidential commercial property, and shall comply with the following regulations:

- (1) The Non-residential Real Estate Sign shall be placed on the property offered for sale or rental.
- (2) A Non-residential Real Estate Sign area shall not exceed one hundred (100) square feet in area.
- (3) A Non-residential Real Estate Sign shall not exceed fifteen (15) feet in overall height.
- (4) A Non-residential Real Estate Sign shall not be illuminated.
- (5) Non-residential Real Estate Sign shall be a minimum of twenty (20) feet behind any curb or edge of pavement.
- (6) In addition to a Non-residential Real Estate Sign, one (1) "Open House" sign shall be allowed on the property offered. The size and area shall not exceed that of a Non-residential Real Estate Sign.

- (7) "Open House" signs displayed off-premises shall be allowed when the advertiser and the sign conforms to the regulations for Weekend Advertising Signs contained in this Ordinance.

**5. Garage Sale Signs**

- a. A permit shall not be required for any Garage Sale Sign.
- b. Garage Sale Signs shall be allowed in zoning districts shown in Section 10, Table of Permitted Signs when in conjunction with an approved garage sale permit.
- c. Temporary, unlighted signs announcing a garage sale of household possessions shall be allowed in conjunction with an approved garage sale permit at a place of residence.
- d. Garage Sale Signs shall be located on private property only. Garage Sale Signs shall not be allowed on any public property, right-of-way, or utility, light, traffic signal or sign pole.
- e. Garage Sale Signs shall not exceed six (6) square feet in area.
- f. Garage Sale Signs shall not exceed three (3) feet in height.
- g. Garage Sale Signs shall not be posted more than twenty-four (24) hours prior to the beginning of the sale and shall be removed within twenty-four (24) hours following the end of the sale.
- h. Garage Sale Signs shall not be illuminated.

**6. Political Signs** (Amended by Ordinance 2379, 2730, 2740)

- a. A political sign is a sign that contains primarily a political message, has an effective area of 36 square feet or less, is no more than eight feet in height, is not illuminated, and has no moving elements.
- b. No permit shall be required for any Political Sign.
- c. Political Signs shall be allowed in zoning districts on private property with the consent of the property owner.
- d. Political signs shall not be located on any utility, light, traffic signal or sign pole.
- e. Political signs shall be allowed for a period of thirty (30) days prior to local or county elections, sixty (60) days prior to a state election, and ninety (90) days prior to a national election. All political signs shall be removed no later than seven (7) days after the election or after the termination of candidacy, whichever comes first.
- f. Signs with primarily political messages which do not meet the definition of (a) above shall not be allowed unless within a residential zoning district with a permit, subject to other sign requirements.
- g. Political signs shall not be located so as to cause a safety or traffic hazard.
- h. A political sign shall not be illuminated or projected.
- i. Political signs shall not be placed on public property or within public right-of-way, except that political signs less than three (3) feet in height and with no more than six (6) square feet of sign face on any side may be placed in public right-of-way, other than a median, no

closer than three (3) feet from the back of the curb or, if no curb, from the edge of the pavement of streets classified by the City's thoroughfare plan as arterial P6D, M6D, M4D, P7U, M5U or M4U or collectors classified as C4U or C2U as long as such sign is not placed in right-of-way adjacent to an occupied residence. No sign shall be placed within thirty (30) feet of an identical sign. Signs shall not extend over the sidewalk or street.

## 7. Banner Signs

The purpose of a Banner Sign is to supplement permanent advertising with temporary advertising messages, which advertise the opening of a new business or a special event. Banner Signs shall comply with the following a regulations:

- a. A permit shall be required for a Banner Sign.
- b. Banner Signs shall be allowed in zoning districts shown in Section 10, Table of Permitted Signs.
- c. One Banner Sign shall be allowed for each single occupancy structure or for each store front of a multi-occupancy structure.
- d. A Banner Sign shall not exceed fifty (50) square feet in area.
- e. Banner Signs shall be attached to a wall surface or fascia and shall not project above the apparent roof or eaves line.
- f. Banner Signs shall be kept in good repair and remain securely attached in such a manner to withstand wind loads in accordance with the Uniform Building Code.
- g. Banner Signs shall not be displayed for a period exceeding 30 days; nor shall a permit for a Banner Sign be granted more than three (3) times within any one-year period. When more than one permit is granted to a business on a lot, there must be a minimum period of forty-five (45) days between the effective dates of such permits.
- h. In conjunction with the Grand Opening Signage provisions of this Ordinance, one additional oversized banner shall be allowed on the front or side of a building structure for each street frontage of a business holding a Certificate of Occupancy. The maximum size of the additional banner(s) shall not exceed twenty-five (25) percent of the wall area on which the banner is attached.
- i. Developments with a parking lot containing more than sixty-five thousand (65,000) square feet may erect color coded banners for the purpose of aiding patrons in locating their parked vehicles. Such banners shall be located on poles uniformly throughout the parking lot with a ratio not to exceed one (1) banner for each sixty-five thousand (65,000) square feet of parking area. Such banners shall be entitled to have a logo or symbol identifying the establishment. The total size of each such color coded banner shall not exceed thirty-six (36) square feet and the banner shall not be less than three (3) feet in width nor more than twelve (12) feet in length or greater than twenty (20) percent of the surface height of the pole to which it is to be attached.

## 8. Construction Trade Signs

The purpose of a Construction Trade Sign is to provide temporary advertising for the various construction companies working at a construction site. For purposes of these regulations, a sign, which advertises the financial lending institution, shall be considered a Construction Trade Sign. Construction Trade Signs shall be regulated as either Residential Construction Trade Signs or Non-residential Construction Trade Signs.

- a. No permit shall be required for any Construction Trade Sign.
- b. Construction Trade Signs shall be allowed in zoning districts shown in Section 10, Table of Permitted Signs.
- c. Residential Construction Trade Signs shall comply with the following:
  - (1) Residential Construction Trade Signs shall only be allowed in residential zoning districts.
  - (2) Residential Construction Trade Signs shall not exceed six (6) square feet in area.
  - (3) Residential Construction Trade Signs shall not exceed three (3) feet in overall height.
  - (4) The signs shall be placed on the property where building activity is taking place.
  - (5) A Residential Construction Trade Sign shall not be illuminated.
  - (6) The signs shall be removed immediately following the issuance of a Certificate of Occupancy.
- d. Non-residential Construction Trade Signs shall comply with the following:
  - (1) Non-residential Construction Trade Signs shall only be allowed in non-residential zoning districts.
  - (2) Non-residential Construction Trade signs shall not exceed fifty (50) square feet in area.
  - (3) Non-residential Construction Trade Signs shall not exceed ten (10) feet in overall height.
  - (4) The signs shall be placed on the property where building activity is taking place.
  - (5) A Non-residential Construction Trade Sign shall not be illuminated.
  - (6) The signs shall be removed immediately following the issuance of a Certificate of Occupancy.

#### 9. **Weekend Advertising Sign**

The purpose of Weekend Advertising signage is to assist the public by guiding them to available residential properties in North Richland Hills.

- a. **Registration** A builder, developer, or realtor must be registered with the City of North Richland Hills to be eligible to participate as a weekend advertiser. The annual fee shall be paid and/or renewed during the month of January each year.
- b. **Schedule** Signs shall be allowed between 12:00 p.m. Friday and 12:00 p.m. Monday. A holiday falling on Friday or Monday will be considered as part of the weekend.
- c. **Sign Size** Signs shall not exceed six (6) square feet in area, and shall not exceed three (3) feet above grade.

- d. **Spacing of Signs** Signs for one advertiser shall be at least two hundred (200) feet apart.
- e. **Sign Location** Individual sign locations shall adhere to the following criteria.
- f. It shall be the responsibility of the builder, owner, or Realtor to secure permission of the adjacent property owner for placement of the signs on private property. This ordinance does not grant unlimited access and use of the City right-of-way.
- g. Signs shall not, except as herein provided, be placed on public property or in public right-of-way. Such signs may be placed no closer than three (3) feet from the back of the curb or, if no curb, from the edge of the pavement of streets classified by the city's thoroughfare plan as arterial P6D, M6D, M4D, P7U, M5U or M4U or collectors classified as C4U or C2U as long as such sign is not placed in right-of-way adjacent to an occupied residence. Signs shall not extend over the sidewalk or street. (Amended by Ordinance No. 2730)
- h. No sign shall be placed in a visibility sight triangle as defined in this Ordinance.
- i. Signs shall not be located within a street median.
- j. **Sign Construction and Criteria** Signs shall be rigid, two-dimensional displays that advertise residential property, "For Sale, Lease or Open House", guiding the public to a specific location in North Richland Hills.

#### 10. Grand Opening Signage

The purpose of Grand Opening Signage is intended to allow a new business, or a business which has substantially remodeled as herein prescribed, to benefit from special advertising signage which is not usually allowed by right by the Sign Regulations. Grand Opening Signage requires approval of a sign permit and is allowed in all zoning districts, except within the AG and the R-1, R-2, R-3, R-4-D, R-1-S, R-6-T, R-7-MF, R-8, and the U Districts. The following regulations contained within this subsection apply to Grand Opening Signage.

- a. Upon the issuance of a Certificate of Occupancy and within a 180-calendar day period thereafter, a business shall automatically be entitled to utilize the Grand Opening Signage provisions contained in the Subsection when one of the following conditions applies:
  - (1) When the Certificate of Occupancy has been issued to a new business, which may not be of the same business classification type listed in Section 310, Table of Land Uses, Zoning Ordinance of the City of North Richland Hills, which existed previously for the same address location, unless the prior business has been closed for a thirty (30) day period, or longer, or
  - (2) When a Certificate of Occupancy has been issued to an existing business, which has remodeled and the cost of the renovation exceeds sixty (60) percent of the current value of the building, or lease-space, excluding the value of the land, according to the most recently approved tax roll.
- b. Approval of a Grand Opening Signage permit by the Building Official is required and shall be valid for a period of thirty (30) consecutive calendar days. The Grand Opening Signage permit is limited to the address noted on the Certificate of Occupancy and shall comply with the following requirements:

- (1) Grand Opening signage may include any combination of oversized banners, pennants, inflatable signs & balloons, and a portable sign, which may be in addition to any other legal sign allowed by the provisions of this Ordinance.
  - (2) No searchlight shall be allowed.
  - (3) Banner signs may be used as Grand Opening Signage provided they comply with the provisions of Section 13.C.7.
  - (4) Pennants may be used as Grand Opening Signage provided they comply with the provisions of Section 13.C.10.e.
  - (5) Inflatable Signs and Balloons may be used as Grand Opening Signage provided they comply with the provisions of Section 13.C.10.d.
  - (6) One (1) Portable Sign may be used as Grand Opening Signage provided it complies with the provisions of Section 13.C.3.
  - (7) Grand Opening signage shall be contained within the limits of the property of the legal business on which a Certificate of Occupancy has been issued and shall not extend into the City right-of-way. Signage shall not be located in any sight visibility triangle nor shall any combustible materials be placed in contact with illuminated signs or electrical fixtures.
  - (8) No permit fee shall be required for a Grand Opening Signage Permit.
- c. (Section Deleted)
- d. **Inflatable Signs and Balloons** Inflatable Signs and Balloons, including lighter-than-air balloons connected with a tether, shall be allowed only in conjunction with the Grand Opening Signage provision contained in these regulations. Inflatable Signs and Balloons may be used provided the following regulations are satisfied:
- (1) Not more than one Inflatable Sign or Balloon shall be allowed on any premises.
  - (2) Inflatable Signs and Balloons when placed on a building may not exceed twenty-five (25) feet in height above the roof of the building and shall not obstruct visibility necessary for safe traffic maneuvering.
  - (3) Inflatable Signs and Balloons when placed on the ground may not exceed twenty-five (25) feet in height above the ground level and shall not obstruct visibility necessary for safe traffic maneuvering.
  - (4) Inflatable Signs and Balloons shall maintain a set back from any side or rear property line a minimum distance equal to the height of the balloon.
  - (5) Inflatable Signs and Balloons shall maintain five (5) feet of clearance from any overhead electrical wire.
  - (6) Inflatable Signs and Balloons shall be kept in good repair and remain securely attached in such a manner to withstand wind loads.
- e. **Pennants.** Pennants shall be allowed only in conjunction with the Grand Opening Signage provisions contained in these regulations. Pennants may be used provided the following regulations are satisfied:

- (1) All Pennants shall maintain at least fifteen (15) feet of clearance over any vehicle maneuvering area or fire lane.
- (2) All Pennants shall maintain five (5) feet of clearance from any overhead electrical wire.
- (3) All Pennants shall be kept in good repair and remain securely attached in such a manner to withstand wind loads.
- (4) Pennants shall not be attached to any utility or traffic control device pole located within a right-of-way or project into a street right-of-way.

## 11. **Flags**

Flags shall comply with the following additional regulations:

- a. A permit shall not be required for any Flag. A permit shall be required for a flagpole, which exceeds twenty (20) feet in height above the ground.
- b. United States and State Flags shall be allowed in all zoning districts.
- c. Company logo flags shall be allowed in all zoning districts except for AG, R-1, R-2, R-3, R-4-D, R-1-S, R-6-T, and R-8 districts.
- d. Company logo flags shall not exceed one hundred (100) square feet in area, and if flown in conjunction with United States and Texas Flags, shall not exceed area of United States and Texas flags.
- e. **Maximum Height** A flag pole shall not exceed the following heights:
  - (1) Twenty (20) feet in the R-7-MF zoning district.
  - (2) Fifteen (15) feet in the AG, R-1, R-2, R-3, R-4-D, R-1-S, R-6-T, and R-8 zoning district.
- g. The maximum number of flags in any zone is limited to 4.

## 12. **Light Pole Banner Signs** (Amended by Ordinance No. 2474)

- a. A permit shall be required for Light Pole Banner Signs.
- b. Light Pole Banner signs shall be allowed in zoning districts shown in Table 10, Table of Permitted Signs.
- c. A single permit may be issued for multiple Light Pole Banner signs, a number which must be specified on the permit application.
- d. A Light Pole Banner Sign shall not exceed 32 square feet in size.
- e. Light Pole Banner signs shall not project above the maximum height of the pole.
- f. Light Pole Banner Signs shall be kept in good repair and remain securely attached in such a manner to withstand wind loads in accordance with the International Building Code.

- g. Light Pole Banner Signs shall not be displayed for a period to exceed 60 days; nor shall a permit for Light Pole Banner signs be issued for the same property more than three times within a one year period.
- h. The primary message displayed on Light Pole Banner signs may be seasonal in nature and without the use of words describing a product company name or logo.

#### 14. Sign Review Committee.

- A. **Creation.** There is hereby created a Sign Review Committee. The City Manager shall appoint at least (3) full time employees to perform as the Sign Review Committee.
- B. **Purpose.** The Sign Review Committee shall review requests and plans as this ordinance may require.
- C. **Procedure.** Any such requests and plans shall first be submitted to the Building Official for initial review. The Building Official shall forward same to the Sign Review Committee in no less than seven (7) working days. The Sign Review Committee shall meet as necessary.
- D. **Decision.** Upon receipt of requests of plan from the Building Official, the Sign Review Committee shall reach a decision with in seven (7) working days. Except as may be indicated otherwise, decision of the Sign Review Committee is final. When indicated in this ordinance, decisions of the Sign Review Committee may be appealed to the Sign Review Board.

## 15. Sign Review Board.

- A. **Creation.** There is hereby created a Sign Review Board. For the purpose of this Ordinance the North Richland Hills City Council shall serve as the Sign Review Board.
- B. **Meetings and Quorum.** Four members of the Board shall constitute a quorum for the conduct of business. The members of the Board shall regularly attend meetings and public hearings of the Board and shall serve without compensation. Minutes shall be kept showing the vote of each member on each question or the absence or failure of each member to vote. Such proceedings shall be a public record and shall be retained for at least five years.
- C. **Jurisdiction.** The Sign Review Board shall have the right to inspect premises where required in the discharge of their responsibilities under this ordinance. The Sign Review Board, in specific cases, may authorize or order the following:
1. **Interpretation** To hear and decide appeals where it is alleged there is error on any order, requirement, decision or interpretation of this ordinance by the Building Official. In reaching its decision, the Board shall establish firm guidelines for future administrative actions on like matters.
  2. **Permits for Nonconformity's.** To authorize a building permit for the reconstruction, extension, or enlargement of a non-conforming sign.
  3. **Discontinuance of Nonconformity's.** To require discontinuance of non-conforming sign under the authority provided in the Texas Local Government Code.
  4. **Variances.** To authorize upon appeal, in specific cases, such variance from the terms of this Ordinance as will not be contrary to the public interest and where, because of special conditions, the enforcement of the Ordinance would result in an unnecessary hardship.
- D. **Interpretation Request or Appeal.** A request for interpretation of regulations or an appeal for variance from a certain provision of this ordinance may be taken by any person aggrieved or by any officer, department, or Board of the City affected by a decision of the Building Official. Such appeal shall be taken within fifteen (15) day's time after the decision has been rendered, by filing with the Enforcement Officer a notice of appeal specifying the grounds thereof. The Enforcement Officer shall transmit to the Board all papers constituting the record upon which the action being appealed was taken.
- E. **Application.** Before any request for an interpretation or a variance from this Ordinance will be heard by the Sign Review Board, application shall be made and duly filed by the property owner or authorized agent upon the forms prescribed by the City of North Richland Hills. Such application shall include, but is not limited to, the following:
1. The name, addresses, and phone numbers of the property;
  2. The name, addresses, and phone numbers of the owner's agent, if applicable;
  3. The legal description of the property;
  4. A brief description of the variance sought;
  5. The required number of copies of a current boundary survey, plats, or plots plan of the property.

6. The applicant must provide proof of ownership of the property, or a letter from the owner of the property granting the applicant permission to request the variance.
- F. **Fees.** Each application for a variance hearing before the Sign Review Board requires a filing fee of \$500. (Amended by Ordinance No. 2593)
  - G. **Stay of Proceedings.** An appeal shall stay all proceedings of the action appealed from unless the Building Official, after the notice of appeal has been filed, certifies in writing to the Board that a stay would, in the opinion of the Building Official, cause imminent peril to life or property. In such case, proceedings shall only be stayed by a restraining order granted by the Board or by a court of record.
  - H. **Form of Appeal or Application.** An appeal or application shall be in such form and contain such information as the Board may require under its Rules of Procedure. The required fee shall accompany it. An incomplete appeal or application shall be deemed only to give notice of intent to appeal or apply to the Board and shall not be reviewed or scheduled for hearings until brought to completion.
  - I. **Notice of Hearing.** Official written notice of public hearing on every application for a variance or for an interpretation of regulations applying solely to an individual property shall be sent to all owners of real property lying within two hundred feet of any property on which the variance is requested. The notice of hearing shall be given to each taxpayer as the ownership appears on the last approved city tax roll by depositing such notice, properly addressed and postage paid, in the United States Post Office, not less than ten days before the date set for a hearing before the Sign Review Board. Notice of hearing shall also be given by publication in the official newspaper of the city at least ten days before the date before the date set for a hearing before the Sign Review Board. Such notice shall state the time and place of such hearing, and the nature of the subject to be considered.
  - J. **Hearing**
    1. Upon the hearing, the applicant shall appear in person or by attorney or authorized agent. Evidence supporting the granting or denial of an appeal shall be submitted only through the Building Official or to the Board in public meeting.
    2. Any appeal or application may be withdrawn upon written notice to the Building Official.
    3. The Board shall make its decision on any application within forty-five days from the time the initial hearing is held or the application will be deemed to have been denied.
  - K. **Decision and Voting**
    1. Every decision of the Board shall be based upon findings of fact and every finding of fact shall be supported in the record of proceedings. The Board may act only in matters as specifically authorized by these regulations and these regulations shall be construed as limitations on the power of the Board to act.
    2. Nothing herein contained shall be construed to empower the Board to change the terms of these regulations, or to effect changes in the zoning districts. The powers of the Board shall be so applied that the terms of these regulations will be strictly enforced.
    3. The affirmative vote of four members shall be necessary to reverse, on appeal, any order, requirement, decision or determination of the Building Official; to approve any variance that the Board is empowered to grant; or to authorize the continuance or discontinuance of a non-conforming use, structure, or lot.

4. A member shall disqualify himself from voting whenever he has a personal or monetary interest in the property under appeal, or will be directly affected by the decision of the Board.
5. A member may disqualify himself from voting whenever any applicant, or his agent, has sought to influence the member's vote on the appeal other than in the public hearing.
6. The decision of the Board shall be final.

**L. Approval of Request**

1. In approving any request, the Board may designate such conditions including time limits, if appropriate, in connection therewith in order to secure substantially the objectives of the regulation or provision to which such variance is granted and to provide adequately for the maintenance of the integrity and character of the zone in which such permit is granted.
2. When necessary the Board may require guarantees, in such form as it deems proper, to insure that conditions designated in connection therewith are being or will be complied with.
3. Upon approval of an application for a variance appeal, the applicant shall apply for occupancy or construction permits within sixty days after the Board's decision unless a greater time is requested in the application and is authorized by the Board. Any approval may be granted one emergency extension of sixty days on written request filed with the Board before expiration of the original approval. Failure of the applicant to apply for occupancy or construction permits within the authorized time period shall void the right to secure such permits except upon the filing of a new application or appeal.

**M. Denial of Request.** No appeal or application that has been denied shall be further considered by the Board, unless the Board affirmatively finds:

1. That new plans materially change the nature of the request, or
2. The permitted development of other nearby property in the same zone has been substantially altered or changed by a ruling of the Board so as to support an allegation of changed conditions.

**16. Penalties.**

Any person, firm or corporation violating any provision of this ordinance shall be deemed guilty of a misdemeanor and upon final conviction thereof fined in an amount not to exceed Five Hundred Dollars (\$500.00). Each day any such violation shall be allowed to continue shall constitute a separate violation and punishable hereunder. (Added by Ordinance No. 2640, Section 2)