



# CITY OF SNOHOMISH

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## SIGNS

For more information, refer to the Snohomish Municipal Code (SMC) Title 14; Chapter 14.245, and Title 19; Building Code

### ARE THERE SIGNS THAT DO NOT REQUIRE A PERMIT?

Yes. The following types of signs are allowed on private property in all land use designations without a permit (SMC 14.43.060):

- Non-illuminated signs, 2 square feet in area or less (NOT in the Historic Business District)
- Window signs
- Traffic or pedestrian directional/warning signs
- Memorial signs/tablets or names of buildings and dates of erection, inlaid into the masonry or constructed of bronze material
- Occupant signs in residential designations (limited to occupant name or address only)
- Signs required by law, statute, or ordinance
- Religious symbols
- Flags bearing the official emblem of a nation, state, municipality, educational institution, or non-commercial organization
- Identification signs for parking lots, 3 square feet in area or less (not for advertising purposes)
- Incidental signs (restrooms, hours of operation, acceptable credit cards, etc.)
- Interior signs

### WHAT SIGNS ARE NOT ALLOWED?

The following signs are prohibited (SMC 14.245.080):

- Signs or sign structures that in any way conflict with traffic control signs or devices
- Signs that create a safety hazard
- Signs that rotate, move, glare, flash, change, reflect, or blink, or appear to do any of those things, including search lights, electronic, and digital signs
- Inflatable advertising or attention-getting devices, including balloon signs
- Signs located in the public right-of-way without approval by the City
- Signs with changeable letters/numbers (except price signs at gas stations)
- Off-site signs
- Private signs attached to municipal poles
- Portable signs in the Historic Business District, except on Second Street and Avenue D.
- Signs in parks.

### ARE REQUIREMENTS DIFFERENT WITHIN THE HISTORIC DISTRICT?

Yes. The Snohomish Historic District Design Standards (pg 57-65) contains requirements for signage within the Historic District. For more information, please contact Planning and Development Services at 360-568-3115.

### WILL MY SIGN REQUIRE DESIGN REVIEW BOARD APPROVAL?

Only signs located within the Historic District require review from the Design Review Board (DRB). If the sign is not approved by the initial DRB review, it will be recommended for review at the next DRB meeting. Meetings occur the second Wednesday of every month.

### WHERE CAN I PUT MY SIGN?

Signs that are not mounted to a building, such as Freestanding Signs, must maintain a 5 foot minimum setback from any property line, and a 6 foot minimum setback from the public right-of-way.

### WHAT IS A TEMPORARY SIGN?

A temporary sign is intended to be displayed for a limited period of time and may not be permanently mounted, painted on a structure, or otherwise affixed. Portable signs, banners, and construction site signs are temporary signs.

Portable signs are not allowed within the Historic District, except on Second Street and Avenue D and shall not exceed 6 square feet in area, or exceed the dimensions of 24" wide and 36" high. A permit is not required for portable signs.

Banner signs may not be displayed for more than 30 days in a calendar year and shall not exceed 45 square feet in area. A permit is required for a banner sign.

Construction site signs shall not exceed 32 square feet in area, are limited to 2 per site, and are only allowed on sites where an active development permit has been issued. A permit is not required for construction site signs.

For more information, refer to SMC 14.245.075.



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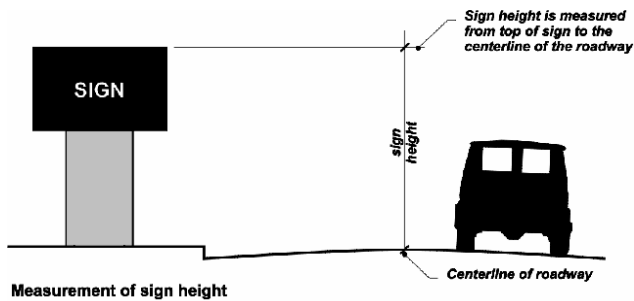
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## WHAT IS A FREESTANDING SIGN?

A freestanding sign stands directly upon the ground, and is not attached to any structure.

Allowable sign height/width and square footage of the freestanding sign face area depends on how many tenants are in the building. See the Freestanding Signs Table in SMC 14.245.065 for maximum allowable limits.

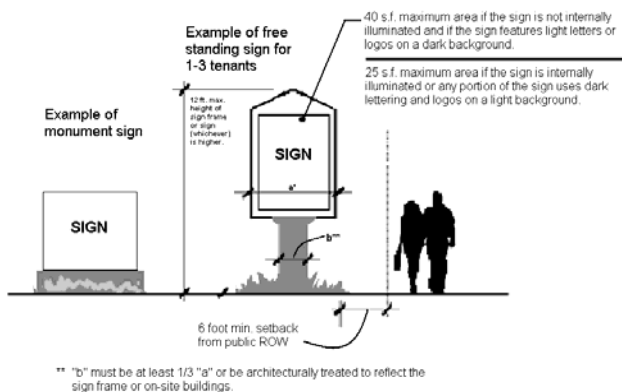
Freestanding sign height is measured from the elevation of the centerline of the adjacent roadway to the top of the frame or sign structure, whichever is tallest.



## WHAT IS A MONUMENT SIGN?

A monument sign is a ground-based freestanding sign, which is constructed of, or connected directly to, a sign support with a permanent solid base material foundation.

Monument signs conform to the same standards and regulations as Freestanding signs.



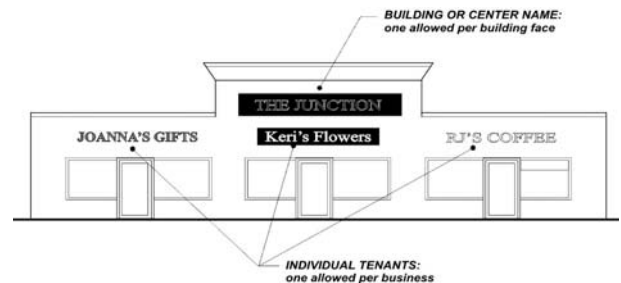
## WHAT IS A BUILDING SIGN?

A building sign refers to any sign that is painted on, or attached directly to or supported by, an exterior building wall. This includes façade signs, awning signs, canopy signs, and marquees. It does not include window signs.

Building signs cannot extend higher than the building height (including eaves, parapets, roof, or cornices), and must be integrated into the architectural design of the building.

The maximum allowable sign face area for building signs is 25 square feet, plus 10% of the building façade area that faces the main entrance. The owner or management of the building is responsible for allocation of the sign area among the tenants, and must be the co-applicant on all sign permits for the building.

For more information, refer to SMC 14.245.070.



## WHAT DOES THE CITY NEED TO REVIEW MY SIGN APPLICATION?

In general, the city requires a completed Sign Permit Application, 3 copies of a sketch or photograph of the sign, 3 copies of plans for the sign (with dimensions and mounting details), 3 sets of a detailed site plan, a written description of the sign, and color samples, as well as applicable fees.

To ensure that your application will be processed as quickly as possible, refer to the **Sign Permit Submittal Checklist** before submitting your application, and make sure that you are providing all the necessary information.

Incomplete applications will not be accepted, or will result in an *incomplete application letter*, requesting additional information, and will require further time to process, delaying the installation of your sign.