



# PLANNING & BUILDING SERVICES

## BUSINESS SIGNAGE SUMMARY

### TEMPORARY SIGNAGE

A **temporary banner, flag, or pennant** may be permitted for temporary on-premises use not exceeding thirty (30) days in any one year for special events such as grand openings, provided that such display does not have an adverse impact on nearby residences or institutions and banners shall not exceed 75 square feet in size. Except for properties within the Interstate 90 Corridor where 150 square feet shall be the maximum size.

A **searchlight** may be permitted for temporary on-premises use not exceeding three (3) days in any one year.



A temporary sign permit application must be submitted and approved for all temporary signage, prior to use of the signage. The City does not charge a fee for a temporary sign permit.

### BUSINESS A-BOARDS

Businesses are permitted to utilize one, up to 3' tall and 6 sq. ft., double-sided, A-Board / A-Frame sign on their property. The sign shall not be lighted or contain any moving image or text and signs may only be displayed during business hours. If business hours continue past daylight hours, precautions should be taken to place the sign in a location where it is readily visible after dark.

The sign cannot be within the right-of-way, clear view triangle, impede vehicular traffic, or block / obstruct the safe use of sidewalks, building entrances or stairs by pedestrians. At least three (3) foot clearance width on sidewalks must be maintained. The City may require re-location of the A-Board / A-Frame sign if it is determined that an interference is occurring.



The A-Board / A-Frame sign shall be constructed out of materials able to withstand typical northwest weather. Such materials may be metal, finished wood, chalkboard, whiteboard, or plastic; signs and copy shall be of professional quality. Owners of A-Board / A-Frame signs shall be required to keep their signs in a legible, intact, and well-maintained manner. Damaged signs shall be repaired or removed immediately.



A sign permit application must be approved by the City prior to utilizing the A-Board / A-Frame sign.

### WINDOW SIGNS

Signs applied to a window or mounted or suspended directly behind a window of a business are permitted on any window of a building based on a 20% bonus to the allowed wall signage or a maximum of 10 sq. ft., whichever is less. Graphics or symbols that do not meet the definition of a sign or colored film used for shading do not reduce the amount of allowed window signage; however, the colors must comply with the Architectural Guidelines and Special Standards of the zone. Window signage can be changed throughout the year as long as the overall allowed area is maintained. A sign permit application must be submitted and approved, prior to initial window signage installation, unless the windows are not visible from a street / I-90.



## WALL SIGNAGE

Wall signage size is based on a businesses wall area which is calculated by multiplying the height of the primary building wall by the length of the primary building wall. In the case of multi-story buildings or buildings taller than 30 feet only the first 30 feet shall be used to calculate wall area. Walls are defined as either primary or secondary and allowed signage is identified in Table 3.

TABLE 3	Total Square Feet	Maximum Sign Area **	Maximum Copy Lines
All Non-Residential Zones	1 sq ft sign area per 10 sq ft of PBW	150 sq ft	3 lines per sign
Interstate 90 Corridor*	1 sq ft sign area per 10 sq ft of PBW and SBW	150 sq ft per PBW and 300 sq ft per SBW	3 lines per sign

\* Within the Interstate 90 Corridor, the Primary Building Wall is the side of the building that provides access to the business.



Exchange ratios with freestanding / monument signs are also available, contact Planning & Building Services for more information or refer to the City Signage Standards brochure which also contains measurement diagrams and specific signage requirements. A sign permit application must be submitted and approved for each sign, prior to signage installation.

## FREESTANDING / MONUMENT SIGNAGE

One (1) on-premises freestanding / monument sign for an individual business is permitted, not to exceed the area and height limits as provided in Table 4. Freestanding on-premises sign(s) for multiple businesses are permitted, not to exceed the number, maximum area and height limits as provided in Table 5. Businesses located in the Interstate 90 corridor are permitted to have an electronically changeable message within their sign area under strict requirements.

Individual Businesses (Table 4)

TABLE 4 Zone	Max Sign Area	Max Sign Height	Sign Type
M-1	50 sq. ft.	8.5 feet	monument
M-2 / M-3 / RD-M	75 sq. ft.	8.5 feet	monument
C-1 / C-2 / I / P / O / RD-C	75 sq. ft.	8.5 feet	monument
M-2 / C-2 / P / RD-C*	150 sq. ft.*	30 feet*	Freestanding*

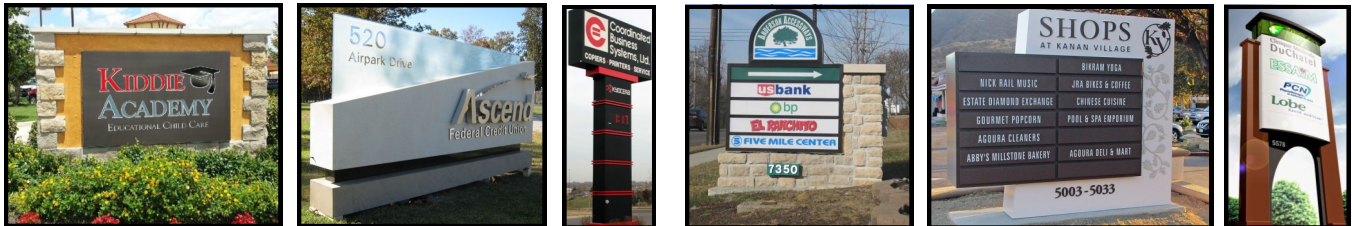
\* Parcel is within Interstate 90 Corridor

Multiple Businesses - Business Complexes (Table 5)

TABLE 5 Zone	Max # of Signs	Max Sign Area	Max Sign Height	Sign Type
M-1	1	75 sq. ft.	8.5 feet	monument
M-2 / M-3 / RD-M	1 per street frontage	100 sq. ft.	8.5 feet	monument
C-1 / C-2 / I / P / O / RD-C	1 per street frontage	100 sq. ft.	8.5 feet	monument
M-2 / C-2 / P / RD-C*	1 per I-90 frontage*	250 sq. ft.*	30 feet*	Freestanding*

\* Parcel is within Interstate 90 Corridor

Consolidated signage and campus monument sign options are also available, contact Planning & Building Services for more information or refer to the City Signage Standards brochure which also contains measurement diagrams and specific signage requirements. A sign permit application must be submitted and approved for each sign, prior to signage installation.



*This handout serves as a brief overview on City Signage Standards for businesses, for more information on specific requirements, please refer to the Signage Standards brochure and City Development Code.*

*Contact City of Liberty Lake Planning & Building Services at (509) 755-6700, or visit [www.libertylakewa.gov](http://www.libertylakewa.gov).*