



Permits & Planning – Engineering – Code Enforcement
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SIGN ORDINANCE

FREQUENTLY ASKED QUESTIONS

The purpose of the “Sign Ordinance” provides standards for the erection, maintenance and removal of signs within the city of Sherwood. These standards promote, preserve, and protect the health, safety, general welfare, convenience, and enjoyment of the public. To preserve and protect the aesthetic quality of Sherwood, and to achieve the following: safety, communication efficiency, landscape quality and preservation. This FAQ contains various highlights of ordinance 2324. Please refer to the full text available on the cities website.

Code Requirements:

Available online at

City of Sherwood Code
[Ordinance 2324](#)

What is a sign?

Generally, a sign is defined as any device, fixture, placard or structure which draws attention to an object, product, place, activity, opinion, person, institution, organization or place of business which is to be viewed from any public street, road, highway, right-of-way or parking area (collectively referred to as a “public area”).

What kinds of signs are allowed in Sherwood?

The sign ordinance governs the size, number, and types of signs permitted by the Zoning District of the property where the sign is to be placed. Look in the following chapters of the city code for specific information.

Signs in **All** districts **14.11.11**

Signs in **Residential** districts **14.11.12**

Signs in **Commercial/Office** districts **14.11.13**

Signs in **Industrial** districts **14.11.14**

Signs in **Planned Unit Developments** **14.11.15**

What is the Zoning of my property?

To determine the zoning of your property, please visit the official zoning map online at:

[City of Sherwood Zoning Map](#)

Are permits required?

Yes, but **NOT** all signs require a sign permit.

Exempt items can be found in chapter **14.11.03** examples are

- Traffic or governmental signs
- Window signs
- Flags of States or Nations
- The text or message of signs
- Religious symbols
- Works of art including murals that do **NOT** include a commercial message
- Scoreboards on athletic fields

How do I get a sign permit?

A sign permit application is required for new or altered signs on a property. Staff will review the application for compliance with the requirements of the sign code. The following information is required with the application:

- Sign permit application.
- Number and size of existing signs on the property.
- Site plan (to scale) showing the location of existing and proposed signs in relation to street(s), property line(s), easement(s) and buildings.
- Elevations/renderings describing materials and dimensions of proposed signs. Plans for larger signs, awnings and marquees may need to be stamped by a Structural Engineer.
- Property/Building owner consent.

In addition to the sign application, the following permits may also be required:

- Building Permit
- Electrical Permit

What signs are prohibited?

14.11.04 Signs that are prohibited in Sherwood

1. Signs imitating warning signals. Flashing lights customarily used in traffic signals, or in police, ambulance or rescue vehicles.
2. Signs within street or highway right-of-way (ROW). No sign whatsoever, Whether temporary or permanent, are permitted within any street or highway ROW except:
 - a. Signs erected by a public agency.
 - b. Signs required by franchised utility.
 - c. Contractor doing work within ROW.
3. Signs attached to trees, fence posts, and telephone or other utility poles or signs painted on or attached to rocks or other natural features or painted on the roofs of buildings.
4. Pole signs erected after the effective date of enactment of this Chapter.
5. Obscene signs.
6. Spotlights or Beacons.
7. Use of a vehicle or trailer as a static display or sign, if such vehicle is **NOT** part of the business' operation fleet.
8. Revolving, rotating, or moving signs.
9. Off-premises commercial message signs, except for billboards.
10. Commercial signs in residential zones.

Requirements applying to specific signs?

14.11.06

B. Wall signs

Signs on or attached to the wall of a building

1. One wall sign is permitted per principal business use; the size of this sign shall not exceed one square foot for each one linear foot of building façade fronting a public street.
2. Sign shall be located on the front wall of the building which is oriented to the street from which access is derived. For uses with two street frontages, wall signs may be located on a wall for each frontage.
3. Such sign shall not extend above the roof line of the building to which it is attached nor shall such sign project outward more than twenty-four inches (24").

Requirements applying to specific signs?

14.11.06 continued

A. Freestanding Signs

1. **Pole signs** – It shall be **unlawful** to erect any new or replace any existing pole sign except as provided below.

Pole signs, including billboards, are permitted only in a C-4 or I-1 zoning districts and within one hundred fifty feet (150') of U.S. Highway 67/167 right-of-way. Maximum height fifty feet (50').

2. Monument signs

3. Bulletin Board

4. Electronic Signs

- a. On single or double line text displays: one second of static text between message changes.
- b. Signs with three or more lines of text no less than five seconds of static text between message changes.

There shall be **NO** flashing or blinking of any lights, images or text on any electronic signs. Strobe lights are not permitted.

1. **Temporary Signs** - Allowed without permit in *all Zoning Districts and shall NOT exceed five (5) square feet in surface area, exceed four (4) feet in height, and are required to be at least ten feet (10') from the property line or right-of-way line whichever is greater.*
2. **"Air dancers"** are permitted only in a C-4 or I-1 zoning district and within two feet (200') of U.S. Highway 67/167 right-of-way.
3. **Feather flags or Sail signs** are permitted in any commercial zoning district until December 31, 2022. After that time such signs shall only be permitted in C-4 zoning districts within one hundred and fifty feet (150') of Highway 67/167.

Signs permitted in Residential District?

14.11.12 Home occupations are allowed to have a wall mounted sign which is unlit and no greater in size than two (2) square feet.

Where can a sign be located?

Generally, signs must be located within the property lines of the premises, outside of the right-of-way and sight-visibility triangles.