



Mayor
Interim Administrator
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Timothy Howard
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***SIGNS ***

VILLAGE OF ENON, OHIO

PROCEDURES FOR OBTAINING A ZONING PERMIT

1. Obtain a Zoning Permit Application from the Village of Enon
 - a. Applications may be picked up at the Government Center (M-F 8a-5p), requested by mail, or downloaded from our website (www.enon-oh.gov)
2. Complete all information on the upper portion of the Zoning Application
3. Prepare a detailed site plan of proposed work to be done
 - a. Site plan should include the following information:
 - i. Existing property lines with dimensions
 - ii. Location of all existing structures on the property
 - iii. Dimensions of existing structures and total square feet
 - iv. Set backs from all property lines of existing structures
 - v. Location and dimensions of proposed construction (length,width)
 - vi. Set backs from all property lines of proposed construction
4. Obtain a site approval from the Clark County Health Department
 - a. Contact the Health Department at direct line 937-717-2451 (optin #3) or main line at 937-390-5600 to schedule a site inspection
 - b. Properties with sanitary sewer are not required to obtain Health Department approval
5. Submit required information to the Village of Enon for review
6. Applicant will be contacted after information has been reviewed
 - a. Additional information or clarification may require a scheduled meeting with Village Staff
 - b. Approved permits must be picked up at the Government Center
 - c. Required fees must be paid in full at the time the permit is issued (payments can be made by check, money order, credit card, or cash)
7. Follow up inspections will be done by Village Staff (Footer Inspections require at least a 24 hr notice)
8. Any questions, please contact the Government Center at 937-864-7870



CHAPTER 1171

Sign and Billboard Regulations

- 1171.01 General provisions.
- 1171.02 Permitted signs for which no certificate is required.
- 1171.03 Permitted signs for which a certificate is required.
- 1171.04 Exempted signs.
- 1171.05 Prohibited signs.
- 1171.06 Nonconforming signs.
- 1171.07 Sign responsibility.
- 1171.08 Permit required.

1171.01 GENERAL PROVISIONS.

The following general provisions are applicable to all signs unless modified herein.

(a) The supports, uprights, bracing, pole, post, strut, cable, or other structural fixture or framework, necessary to hold and secure the sign face, all of which shall be considered to be an integral part of the actual sign as described in Chapter 1135.

(b) No sign or sign supporting structure shall be located within or over an established Village right-of-way.

(c) All signs and sign supporting structures shall be set back fifteen feet from the Village right-of-way except for the following cases:

(1) When an existing building is closer than fifteen feet from the Village right-of-way line, the following types of signs will be permitted provided they do not encroach into the Village right-of-way nor do they violate any other regulation(s) of this chapter.

- A. Awning, Canopy, or Marquee.
- B. Projecting Sign(s).
- C. Roof Sign(s).
- D. Wall Sign(s).

(2) When an existing sign structure or sign support system is closer than fifteen feet from the Village right-of-way line, a sign may be mounted to the structure or support system provided that it does not violate any other regulation(s) of this chapter.

(d) No sign shall be erected to a height greater than the maximum permitted height for structures in the District in which the sign is located.

(e) Signs may be illuminated subject to the following restrictions:

(1) Such sign illumination does not constitute a public safety or traffic hazard. Where illumination is provided, it shall be placed or directed so as not to permit the illumination therefrom to be directed or beamed upon adjacent property or public street.

(2) No illuminated sign shall be constructed which will interfere with the operation or safety of any traffic control signal.

(3) No flashing, rotating, or moving light source shall be permitted on any sign.

(f) No sign shall be permitted which interferes with the visibility of pedestrian or vehicular traffic entering, leaving, or operating on thoroughfares.

(g) All signs or billboards constructed or erected shall be maintained so that all sign surfaces, supports, braces, guys, and anchors shall be kept in repair and in a proper state of preservation by painting or otherwise.

(h) If any sign or billboard shall become abandoned, in the manner defined herein, such a sign or billboard is declared to be a public nuisance by reason that continued lack of use results in lack of reasonable and adequate maintenance, thereby causing deterioration and blighting influence on nearby properties. A sign or billboard is abandoned if it meets any one of the following criteria:

(1) Any sign or billboard associated with an abandoned nonconforming use.

(2) Any sign or billboard that remains after the termination of a business. A business has ceased operations if it is closed to the public for at least 180 consecutive days. Seasonal businesses are exempted from this determination.

(Ord. 93-12. Passed 12-14-93.)

1171.02 PERMITTED SIGNS FOR WHICH NO CERTIFICATE IS REQUIRED.

The following signs shall be permitted in the incorporated area of the Village that are subject to these Zoning Regulations, according to the following regulations. No Zoning Certificate shall be required for any sign constructed or erected under the terms of this section.

(a) Signs for sale, lease, or rent of the premises on which the sign is located. No more than two signs on any lot, shall not be illuminated, and shall not exceed six square feet of area per side. All such signs shall be removed within thirty days after occupancy.

(b) Name and address of occupant of residential property. Such signs shall not be more than two square feet in area per side and shall not be located outside the right of way of any public road. Such sign shall not be higher than three feet above the ground and not more than one sign shall be permitted.

(c) Temporary signs announcing special public or institutional events. Such signs shall not exceed two square feet in area per side in any "R" District.

(d) Political signs shall not exceed sixteen square feet in area per side.

(Ord. 93-12. Passed 12-14-93.)

1171.03 PERMITTED SIGNS FOR WHICH A CERTIFICATE IS REQUIRED.

The following signs shall be permitted in the incorporated area of the Village that are subject to these Zoning Regulations, according to the following regulations. A Zoning Certificate shall be required for any sign constructed or erected under the terms of this section.

(a) On-premise signs identify or advertise commercial or industrial uses on the premises. Such signs shall comply with the following restrictions:

(1) No more than one sign shall be provided for each business use, and in no case shall a lot contain more than three signs.

(2) No sign shall have a surface area of greater than 100 square feet per side.

(3) No business, industry, or use shall maintain a gross sign area exceeding 300 square feet on the premises.

(b) Off-premise signs advertise a product or service not located upon the premises on which the sign is located and shall be classified as a business use and shall be permitted in all "I" Districts subject to the following restrictions:

(1) No sign shall have a surface area of greater than 200 square feet per side, or two sign faces exceeding a total of 400 square feet on any single lot or location.

(2) Off-premise signs shall not be located closer to the public right of way than the established building set-back requirements of the district in which the sign is located.

(3) No off-premise sign site shall have more than two displays facing in the same direction of the main travel way.

(c) Signs for Home Occupations. One on-premise sign per lot shall be permitted for the purpose of announcing a home occupation. Such sign shall not exceed six square feet in area. No off-premise signs shall be permitted.

(d) Portable signs announcing a special event or advertising a product or service shall be considered a Temporary Use and shall be permitted subject to the following restrictions:

(1) Such sign shall not be permitted for more than a total of ninety days per calendar year.

(2) Such signs shall be located outside the right-of-way limits of the road and shall not interfere with the visibility of vehicular traffic either entering or leaving any property or entering, leaving, or operating on any thoroughfare.

(3) No illumination device shall be used which causes a direct beam of light to be cast upon adjacent lots or thoroughfares thereby creating a hazard to vehicular traffic.

(4) Such signs are capable of posting and removal without destruction of public or private property.

(e) On-premise bench signs shall be conditionally permitted in any "B-3" District. Off-premise bench signs shall be permitted in any "I" District subject to the following restrictions:

(1) The placement or erection of the bench containing advertising thereon will be located outside the Village right of way.

(2) No bench sign shall be harmful to the public morals, safety, and health of the citizens of the community.

(3) No bench sign shall interfere with a place of business.

(Ord. 93-12. Passed 12-14-93.)

1171.04 EXEMPTED SIGNS.

The following signs are not subject to the provisions of this Regulation.

(a) Governmental signs for control of traffic and other regulatory purposes, street signs, warning signs, railroad crossing signs, and signs of public service companies for the purpose of safety.

(b) Flags, emblems, and insignia of any governmental agency, subdivision and temporary displays of a patriotic, religious, charitable, or civic character.

(c) Directional signs.

(Ord. 93-12. Passed 12-14-93.)

1171.05 PROHIBITED SIGNS.

(a) No signs shall be erected, attached, or otherwise applied to trees, utility poles, fences, other natural features, or any other unapproved supporting structure in the public right-of-way.

(b) Signs which are not securely affixed to the ground or otherwise affixed in a permanent manner to an approved supporting structure.

(c) Signs on advertising devices which attempt or appear to attempt to direct the movement of traffic, or which interfere with, imitate, or resemble an official sign, signal, or device.

(d) No sign shall have spinning devices or strings of spinning devices, streamers, or similar type devices.

(Ord. 93-12. Passed 12-14-93.)

1171.06 NONCONFORMING SIGNS.

(a) Any sign erected prior to the effective date of this chapter and not conforming to the provisions of this Regulation, and any sign erected after the enactment of this chapter that has been granted a variance by the Zoning Board of Appeals, shall be deemed to be nonconforming. This shall not prohibit the posting or maintaining in a safe condition any sign which is nonconforming, but if the sign is damaged to more than one-half of its replacement value, then it shall be removed and shall not be repaired or replaced.

(b) Any nonconforming sign or sign support structure which is altered, relocated, or replaced shall comply with all provisions of this Regulation.

(c) If there is a dispute as to what constitutes alteration, relocation, replacement, or repair due to damage, such dispute shall be submitted to the Village Board of Zoning Appeals.

(Ord. 93-12. Passed 12-14-93.)

1171.07 SIGN RESPONSIBILITY.

(a) The building owner shall be held responsible for the removal and disposal of all abandoned signs, including the complete blocking out of painted wall signs.

(b) The owner of the sign shall be held responsible for the maintenance, repair, and upkeep of his/her sign(s).

(c) If any sign reaches a state of disrepair and is deemed unsightly or unsafe by the certified Building Inspector acquired by the Village and is not properly renovated, it shall be condemned and an order issued for removal immediately at the expense of the owner or building owner.

(Ord. 93-12. Passed 12-14-93.)

1171.08 PERMIT REQUIRED.

A Zoning Permit shall be obtained for erection, construction, or modification of any sign, as regulated for this chapter.

(Ord. 93-12. Passed 12-14-93.)



SIGNS

VILLAGE OF ENON

ZONING PERMIT APPLICATION

No. _____

Owner: _____ Address: _____

Zoned: Residential ☐ Business ☐ Type of Building: _____

Home Phone (____) _____ Cell Phone (____) _____

Nature of Work Repair ☐ Remodel ☐ Construct ☐ Other ☐

Which applies to your residence _____ Septic _____ Sewer

Is your property located on a corner lot _____ Yes _____ No

Pouring Concrete? _____ Yes _____ No

Describe (Please include measurements) _____

PLEASE SUBMIT DRAWING (including plot plan)

Name of Contractor: _____ Est Cost \$ _____

Contractor's Phone Number (____) _____

Date Commenced _____ Anticipated Completion Date _____

APPROVED: _____ Date: _____ DENIED: _____ Date: _____

REASON FOR DENIAL: _____
.....

To be completed by Village of Enon Employee

OFFICE CLERK: _____

Date turned in: _____

Amount Due \$ _____

Date Paid: _____

Receipt Number _____

Amount Paid: _____ Paid by:.....Cash ☐ Check # (____) ☐ Credit Card _____

EXAMPLE FOR SIGN PERMIT



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TAYLOR'S TOOLS



123 E. MAIN STREET

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