



CITY OF KAUKAUNA

MUNICIPAL SIGN CODE

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For further questions about code interpretation, please contact:

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ALL RESIDENTIAL DISTRICTS (SINGLE FAMILY, TWO FAMILY, MULTI FAMILY)

(5) PERMITTED ACCESSORY SIGNS

(a) One subdivision identification sign limited to twenty-five (25) square feet in area.

(b) One temporary sign for each street frontage advertising the sale or lease of real estate and one temporary sign advertising the development of property. No temporary sign shall be erected within ten (10) feet of any adjacent side yard and no temporary sign shall remain after the sale, lease or development of the property.

(c) In connection with any public or semi-public institution, the following signs are permitted:

1. One identification sign limited to twenty-five (25) square feet in area.
2. One bulletin board limited to twenty (20) square feet in area.
3. Not more than two (2) temporary signs or banners limited to a combined area of thirty (30) square feet in connection with special events, provided that no such sign or banner shall be displayed for a period of more than two (2) weeks.

COMMERCIAL CORE DISTRICT

(6) PERMITTED ACCESSORY SIGNS

(Rep. & recr. #1087) One exterior sign permitted on each side wall of a building fronting on a street or public way. On all exterior signs, the name and graphics/logo of the business must occupy at least 60% of the sign area. Advertising by material or product manufacturers and suppliers shall not be considered the graphics/logo of the business, except when such manufacturer constitutes the entire official name of the business (i.e. Domino's Pizza or Pizza Hut) . No sign or any part of a sign structure shall extend above the roof line of buildings. Signs shall not be permitted on side walls, unless fronting on a street or public way and no sign shall be painted directly onto the surface of a building.

(a) Flat Signs. For each principal structure, flat signs limited in aggregate area to 15% of the wall area fronting on a street or public way (total wall area, including the window area). Flat signs are permitted, provided that:

1. Flat signs may not project more than 18" beyond the primary surface of the building.
2. Flat signs may be luminous or illuminated by any acceptable method, but no blinking, flashing or alternating lighting shall be permitted. All lighting

and electrical elements, such as wires, conduit, junction boxes, transformers, ballasts, switches and panel boxes shall be concealed from public view.

3. Flat signs shall be located in the signable area of the building facade. If no signable area can be distinguished in the facade, a suitable signable area shall be determined by the Redevelopment Authority under §17.49 of this chapter. If a sign is placed between windows, the height of the sign may not exceed more than 2/3 the height of the space.
4. In buildings containing 2 or more businesses, the signable area may also include an area adjacent to the entrance to be used for a business directory. This sign shall not exceed 7 sq. ft. in total area. In addition, in buildings that contain 2 or more businesses, the owner may divide the signable area for the building occupants. In buildings where the facade is divided by architectural details, each business may be allowed a signable area.

(b) Projecting Signs. Projecting signs are permitted, provided that:

1. One projecting sign per street front.
2. Size of the sign not to exceed 16 square feet.
3. Projecting signs may be displayed only if a building facade is 20' or more in width, unless the sign consists solely of a symbol.
4. Signs shall project no more than 5' from the face of a building.
5. Distance from a projecting sign to a side property line shall not be less than 3'.
6. Projecting signs shall maintain a minimum vertical distance between the bottom of the sign and the grade of the right-of-way line of 9'.
7. Projection shall be at 90 degrees to the building face.
8. Both sides of the sign shall be finished.
9. Signs should be a simple, geometric shape, such as a square, rectangle, circle, hexagon, etc., or may be a cutout symbolic or representational shape related to the nature of the business.
10. For one story structures, projecting signs may extend to the juncture of roof and wall.

(c) Awnings. Flame proofed, fabric awnings shall be permitted. The only items of information allowed on an awning shall be the name of the business, graphics/logo and the street number and the combined area of such signs in excess of 15 sq. f t. must be counted as part of the total area allowed that building for its exterior signs.

(d) Window Signs. No window sign shall occupy more than 30% of the total area of the window in which the sign is located. No window sign shall be affixed to a window surface, except that the name, monogram, logo, address and telephone number of the person or firm occupying the premises as well as a description of products or services offered may be permanently affixed upon a window. The surface area of such signs is not to be included in the overall computation of allowable signage. The provisions of this paragraph shall not restrict the reasonable application upon the glass surface of a door or window of lettering or decals giving the address, hours of business, entrance or exit information, professional or security affiliations or memberships, credit cards which are accepted or other similar information, nor shall the surface area of such lettering or decals be included in the overall computation of allowing window signs.

(e) Detached Signs. For every 100' of lot frontage, one detached sign limited to 50 sq. ft. in area on each side (limit of 2 sides and 100 sq. ft.) and 25' in height provided, however, the building is set back at least 35' from the street curb.

(f) Nonpermanent Signs. Nonpermanent signs shall be restricted in use to the display of special limited time promotions, sales or events and shall be used for the sole purpose of serving as an identification sign. Such signs shall be limited in use on any premises to a period not to exceed 14 consecutive days at a time and not more frequently than 4 times per calendar year with a minimum of 30 days lapsed between each period of use. A sign permit shall be obtained prior to each time a sign is placed on a premises. The maximum size of such signs shall be 20 sq. ft. on each face, back to back.

(g) Roof Street Signs. Roof street signs shall be displayed within the selected signable area. The gross area permitted for the sign may not be more than 40% of the signable area. If the sign is enclosed by a box or outline, the total area of the sign, including the background, is counted as the gross area. If the sign consists of individual letters, only the area of the letters is counted as the gross area. In case of multiple occupancy, the signable area may be divided among the occupants.

CENTRAL BUSINESS DISTRICT

(6) PERMITTED ACCESSORY SIGNS, (Rep. & recr. #1087)

(a) Flat Signs. For each principal structure, flat signs limited in aggregate area to 20% of the wall area fronting on a street or public way (total wall area, including the window area). Flat signs are permitted, provided:

1. Flat signs may not project more than 18" beyond the primary surface of the building.
2. Flat signs may be luminous or illuminated by any acceptable method, but no blinking, flashing or alternating lighting shall be permitted. All lighting and electrical elements, such as wires, conduit, junction boxes, transformers, ballasts, switches and panel boxes shall be concealed from public view.
3. Flat signs shall not be permitted on side walls, unless fronting on a street or public way, and no sign shall be painted directly on the surface of a building.
4. Flat signs shall be located in signable area of the building facade. If a sign is placed between windows, the height of the sign may not exceed more than 2/3 the height of the space.
5. In buildings containing 2 or more businesses, the signable area may also include an area adjacent to the entrance to be used for a business directory. This sign shall not exceed 7 sq. ft. in total area. In addition, in buildings that contain 2 or more businesses, the owner may divide the signable area for the building occupants. In buildings where the facade is divided by architectural details, each business may be allowed a signable area.

(b) Projecting Signs. Projecting signs are permitted, provided that:

1. One projecting sign per street front.
2. Size of the sign not to exceed 20 sq. ft.
3. Projecting signs may be displayed only if a building facade is 20' or more in width, unless the sign consists solely of a symbol.
4. Signs shall project no more than 5' from the face of a building.
5. Distance from a projecting sign to a side property line shall not be less than 3'.
6. Projecting signs shall maintain a minimum vertical distance between the bottom of the sign and the grade of the right-of-way line of 9'.
7. Projection shall be at 90 degree angle to the building face.
8. Both sides of the sign shall be finished.

9. Signs should be a simple, geometric shape, such as a square, rectangle, circle, hexagon, etc., or may be a cutout symbolic or representational shape related to the nature of the business.
10. For one story structures, projecting signs may extend to the juncture of roof and wall.

(c) Awnings. Flame proofed, fabric awnings shall be permitted. The only items of information allowed on an awning shall be the name of the business, graphics/logo and the street number and the combined area of such signs in excess of 15 sq. f t. must be counted as part of the total area allowed that building for its exterior sign.

(d) Window Signs. No window sign shall occupy more than 30% of the total area of the window in which the sign is, except that the name, monogram, logo, address and telephone number of the person or firm occupying the premises as well as a description of products or services offered may be permanently affixed upon a window. The surface area of such signs is not to be included in the overall computation of allowable signage. The provisions of this paragraph shall not restrict the reasonable application upon the glass surface of a door or window of lettering or decals giving the address, hours of business, entrance or exit information, professional or security affiliations or memberships, credit cards which are accepted or other similar information, nor shall the surface area of such lettering or decals be included in the overall computation of allowable window signs.

(e) Detached Signs. For every foot of lot frontage, one detached sign limited to 100 sq. ft. in area on each side (limit of 2 sides and 200 sq. ft.) and 25' in height provided, however, the building is set back at least 35' from the street curb.

(f) Nonpermanent Signs. Nonpermanent signs shall be restricted in use to the display of special limited time promotions, sales or events and shall not be used for the sole purpose of serving as an identification sign. Such signs shall be limited in use on any premises to a period not to exceed 14 consecutive days at a time and not more frequently than 4 times per calendar year with a minimum of 30 days lapsed between each period of use. A sign permit shall be obtained prior to each time a sign is placed on a premises. The maximum size of such signs shall be 20 sq. ft. on each face, back to back

(g) Roof Street Signs. Roof street signs shall be displayed within the selected signable area. The gross area permitted for the sign may not be more than 40% of the signable area. If the sign is enclosed by a box or outline, the total area of the sign, including the background is counted as the gross area. If the sign consists of individual letters, only the area of the letters is counted as the gross area. In case of multiple occupancy, the signable area may be divided among the occupants.

COMMERCIAL HIGHWAY DISTRICT

(6) PERMITTED ACCESSORY SIGNS.

For all permissible principal uses and structures, for each 10 lin. ft. of frontage on a public street (frontage being determined by the principal entrance to the premises), a maximum of one sign and 30 sq. ft. of sign area. The sign area may be used in a lesser number of signs than permitted, but the maximum number of signs shall not be exceeded even though the total area permitted is not used. No sign shall be erected within 5' of any lot line.

COMMERCIAL SHOPPING DISTRICT

(6) PERMITTED ACCESSORY SIGNS.

(a) For Each Shopping Center Development. One general identification sign limited to 200 sq. ft. in area if mounted approximately parallel to the right-of-way or 2 signs limited to 100 sq. ft. in area if mounted back to back or angled to be read from opposite directions for each frontage of the development.

(b) For Each Establishment, One sign and 1 sq. ft. of sign area for each lineal foot of building frontage. Such signs shall refer only to the name and nature of the business conducted in the building and to goods and services offered, and shall be mounted flat against the wall of the building. Insofar as practicable, such signs shall be oriented away from surrounding residential areas.

INSTITUTIONAL DISTRICT

(6) PERMITTED ACCESSORY SIGNS.

Identification, informational or directional signs erected by public or semipublic agencies or entities in connection with permissible principal uses and structures or for other public purposes. No sign shall be erected within 10' of any side or rear lot line.

INDUSTRIAL DISTRICT

(6) PERMITTED ACCESSORY SIGNS:

For each principal structure, the following shall apply:

(a) Flat signs. Flat signs limited in aggregate area to 25% of the wall area fronting on a street.

(b) Detached signs. For every 90' of lot frontage, one detached sign limited in area to 200 square feet on each side (limit of 2 sides and 400 square feet) and 30' in height.

(c) Temporary signs. One temporary sign for each street frontage advertising the sale or lease of real estate and one temporary sign advertising the development of property. No temporary sign shall be erected within 10' of any adjacent side yard and no temporary sign shall remain after the sale, lease or development of the property.

INDUSTRIAL PARK DISTRICT

(6) PERMITTED ACCESSORY SIGNS.

For each principal structure, the following shall apply:

(a) Flat signs. Flat signs limited in aggregate area to 25% of the wall area fronting on a street.

(b) Detached signs. For every 90' of lot frontage, one detached sign limited in area to 200 square feet on each side (limit of 2 sides and 400 square feet) and 30' in height.

(c) Temporary signs. One temporary sign for each street frontage advertising the sale or lease of real estate and on temporary sign advertising the development of property. No temporary sign shall be erected within 10' of any adjacent side yard and no temporary sign shall remain after the sale, lease or development of the property.

CONSERVANCY DISTRICT

6) PERMITTED ACCESSORY

All permissible principal uses and structures are allowed one identification sign limited in aggregate area to 200 square feet.

FLOODWAY DISTRICT

(6) PERMITTED ACCESSORY SIGNS.

Identification, informational or directional signs limited in aggregate area to 200 sq. ft, subject to the requirements and conditions for accessory structures.

SUPPLEMENTAL REGULATIONS FOR ALL ZONING DISTRICTS

(5) CORNER VISIBILITY. On a corner lot in all zoning districts, no fence, wall, hedge, planting or structure shall be erected, placed, planted or allowed to grow in such a manner as to obstruct vision between a height of 2 ½ ' and 10' above the centerline grades of the

intersecting streets in the area bounded by the street lines of such corner lots and a line joining the points along such street lines 50' from the point of intersection.

(6) SIGNS. (Rep. & recr. #1087) (a) Prohibited Signs. The following exterior building signs shall be prohibited within the City:

1. Abandoned signs.
2. Flashing signs, remnants, banners, streamers and all other fluttering or spinning signs, except in connection with temporary sales, civic or cultural events or officially recognized holidays.
3. Snipe signs or signs attached to trees, telephone poles, public benches, street lights or placed on any public property or public right-of-way.
4. Signs placed on vehicles or trailers which are parked or located for the primary purpose of displaying such sign, excluding allowed portable signs or signs or lettering on buses, taxis or vehicles operated during the normal course of business.
5. Signs displaying flashing or intermittent lights customarily associated with danger or emergencies. An illuminated sign or lighting device shall employ only lights of constant intensity and no sign shall be illuminated by or contain flashing, intermittent, rotating or moving lights or lights creating the illusion of movement. Signs located wholly within a building, public service information signs and other electronic message or mechanical message centers which are classified as changing signs are permitted and are not subject to this restriction.
6. Signs which purport to be or are an imitation of or resemble an official traffic sign or signal or which bear the words "stop", "caution", "warning" or similar words that are displayed in the colors normally associated with them as official signs are prohibited.

(b). Construction Specifications. 1. All signs shall be constructed in accordance with the requirements of Ch. 14 of this Municipal Code and the National Electric Code, as amended, and the additional construction standards hereinafter set forth, where applicable.

2. All ground and roof sign structures shall be self-supporting structures and permanently attached to sufficient foundations.
3. Electric service to ground signs shall be concealed.
4. All signs, except those attached flat against the wall of a building, shall be constructed to withstand wind loads as follows, with

correct engineering adjustments for the height of the sign above grade:

- a. For solid signs, 30 lbs. per square foot on any face of the sign or structure.
 - b. For skeleton signs of 30 lbs. per total face cover of the letters and other sign surfaces or 10 lbs. per square foot of the gross area of the sign as determined by the overall dimensions of the sign, whichever is greater.
5. No sign shall be suspended by non-rigid attachments that will allow the sign to swing due to wind action. All freestanding signs shall have self-supporting structures erected on or permanently attached to concrete foundations. All nonpermanent signs shall be braced or secured to prevent motion.
 6. No sign shall be erected, constructed or maintained so as to obstruct any fire escape, required exits, window or door opening used as a means of ingress and egress.
 7. No sign shall be attached in any form, shape or manner which will interfere with any opening required for ventilation, except that signs may be erected in front of and may cover transom windows when not in violation of the provisions of the City Fire Prevention Code.
 8. Signs shall be located in such a way as to maintain horizontal and vertical clearance of all overhead conductors in accordance with the National Electrical Code specifications, depending on voltages concerned. However, in no case shall a sign be installed closer than 6" horizontally or vertically from any conductor or public utility guy wire.

(c) Signs in Residential Districts. No sign in a residential district shall exceed 8' in height or produce artificial light from within.

(d) Signs in Commercial Districts. 1. Temporary window signs advertising a sale or special event at an individual commercial establishment shall be exempt from the sign regulations.

2. A detached sign, any part of which is closer than 15' to the right-of-way shall have a minimum vertical distance of 10' between the bottom of the sign, and the grade at the right-of-way line or shall not be more than 3' in height above grade.

3. Any detached sign or projecting sign within 25' of an intersection or 15' of a driveway shall maintain a minimum vertical distance between the bottom of the sign and the grade at the right-of-way line of 10' or shall be not more than 3' in height above grade.
4. All other projecting signs shall maintain a minimum vertical distance between the bottom of the sign and the vertical distance between grade at the right-of-way line of 9'.
5. Canopy, marquee and awning signs shall be placed at such a height so the extreme lower edge of such structure at least 7' above sidewalk grade and such signs shall not extend more than 72" into public right-of-way. The vertical dimension of a sign, any portion of which is below the lower edge of the canopy or marquee structure, shall not exceed 20".
6. Detached signs shall not project more than 72" into the public right-of-way, but in no case closer than 2' from the curb line as measured from the property line. The area of a ground sign shall not exceed 150 sq. ft. per side.

(e) Billboard Requirements. Pursuant to Ch. 14 of this Municipal Code, the following regulations shall be enforced:

1. No billboards may be erected within a 500' radius of another existing billboard.
2. No billboard may be erected within 200' of an existing residential use or within 200' of a residential district,
3. The maximum size of billboards shall be 300 sq. ft. on each face, except within 100' of U.S. 41, where the maximum size shall be 400 sq. ft. on each face.
4. Billboards shall be set back from all property lines and existing buildings equal to the height to the top of the billboard.
5. Roof mounted billboards are not permitted.
6. Billboards shall only be permitted in the Commercial Highway, Commercial Shopping Center, Industrial and Industrial Park Districts.
7. All billboards which are not in conformance with the above provisions shall be placed in conformance no later than July 9, 1990.

(f) Installation, Maintenance and Repair. 1. All signs shall be constructed and installed in accordance with the requirements of Ch. 14 of this Municipal Code and the National Electric Code. Every sign including, but not limited to, those signs for which permits are

required, shall be maintained in a safe, presentable and good structural condition at all times, including replacement of defective parts, painting, except when a weathered or natural surface is intended, repainting, cleaning and other acts required for the maintenance of such signs.

2. The Building Inspector shall require compliance with all standards of this chapter. If the sign is not maintained to comply with safety standards outlined under Ch. 14 of this Municipal Code, the Building Inspector shall require its removal in accordance with this section.

(g) Abandoned Signs. Except as otherwise provided in this chapter, any sign that is located on property which becomes vacant and is unoccupied for a period of 2 months or more or any sign which pertains to a time, event or purpose which no longer applies shall be deemed to have been abandoned. Permanent signs applicable to a business temporarily suspended because of a change in ownership or management of such business shall not be deemed abandoned unless the property remains vacant for a period of 3 months or more. An abandoned sign is prohibited and shall be removed by the owner of the sign or owner of the premises. If the owner fails to remove the sign, the Building Inspector shall take appropriate legal action to cause the same to be removed.

(h) Defective Signs and Signs for Which No Permit has Been Issued. The Building Inspector shall cause to be removed or repaired any sign that is defective or endangers the public safety, such as a dangerous or materially, electrically or structurally defective sign or a sign for which no permit has been issued.

(i) Notice. The Building Inspector shall give the owner of the sign 30 days written notice to remove any abandoned sign, repair or remove any defective sign or to remove a sign for which no permit has been issued. The notice shall describe the sign and specify the violation involved, the notice shall be sent by certified mail,

(j) Appeals.

1. The owner of the sign may appeal the determination of the Building Inspector ordering removal or compliance by filing a written notice of appeal under §17.50 of this chapter within 30 days after the date of mailing the notice,

2. For property located within the Commercial Core District, the owner of the sign may appeal to and be heard before the Redevelopment Authority, pursuant to §17.49 of this chapter.

(k) Removal of Signs by the Building Inspector.

1. Notwithstanding the above, in cases of emergency, the Building Inspector may cause the immediate removal without notice of a dangerous or defective sign or for failure to comply with the written order of removal/repair.
 2. After removal or demolition of the sign, a notice shall be mailed to the owner of the sign stating the nature of the work and the date on which it was performed and demanding payment of the costs as certified by the Building Inspector, together with an additional 10% for inspection and incidental costs.
 3. If the amount specified in the notice is not paid within 30 days of the notice, it shall become an assessment against the property of the sign owner and will be certified as an assessment against the property, together with interest at 10% per annum, for collection in the same manner as real estate taxes.
 4. The owner of the property upon which the sign is located shall be presumed to be the owner of all signs thereon, unless facts to the contrary are brought to the attention of the Building Inspector as in the case of a leased sign.
 5. For the purpose of removal, the definition of sign shall include all sign embellishments and structures designed specifically to support the sign.