Types of Signs

SIGN:
Any devise visible from a public place whose essential purpose and design is to convey either commercial or noncommercial messages by means of graphic presentation.

WALL SIGNS:
Sign attached to a wall, canopy, awning, and projecting.

FREESTANDING SIGNS:
A sign that is permanently attached to the ground by one or more supports. Includes monument, pylon, post and panel, and post signs.

WINDOW SIGNS:
Window signs may occupy up to 50% of the window.

ELECTRONIC MESSAGE CENTERS (EMC):
EMC's

- **shall not** occupy more than 70% of the overall sign area,
- **shall not** travel, flash, spin, rotate, or have any other moving effects or show movement,
- **shall not** change more than once every 8 seconds,
- **may** scroll, fade or dissolve when transition between messages and shall transition in one (1) second.

SIGN AREA:
The area of the smallest geometric figure, or the sum of the combination of regular geometric figures.

Do I need a Sign Permit?

A Permit IS Required

- **To Reface an Existing Sign**
- **Replace and Existing Sign**
- **Install a New Sign.**

There is a table on the back of the Sign Permit application indicating the size, location, and type of signs permitted in the City of Dover.

*The sign permit requires **2** sets of drawings of the proposed sign with dimensions including the number of square feet and the location of the proposed sign on the building or property.*

The cost of a sign permit is $0.75 per square foot with a minimum of $50.00.

A Permit is Not Required

- To fix a broken sign "as is".
- Signs designating the name and address of the occupants, hours of operation, security notices etc., and shall **not** exceed four square feet on the door.
- Signs advertising the sale, lease or rental of the premises upon which the sign is located. No more than 6 1/4 square feet in residential districts and 32 square feet in all other districts and shall comply with setback regulations.
- People wearing costumes of the logo or character associated with the company.
- Portable signs: A-frame, sandwich boards, and umbrellas.
- See Zoning Ordinance Article 5 Section 4 for additional permitted signs.

Do I need a Sign Permit?

Signs that are Not Permitted:

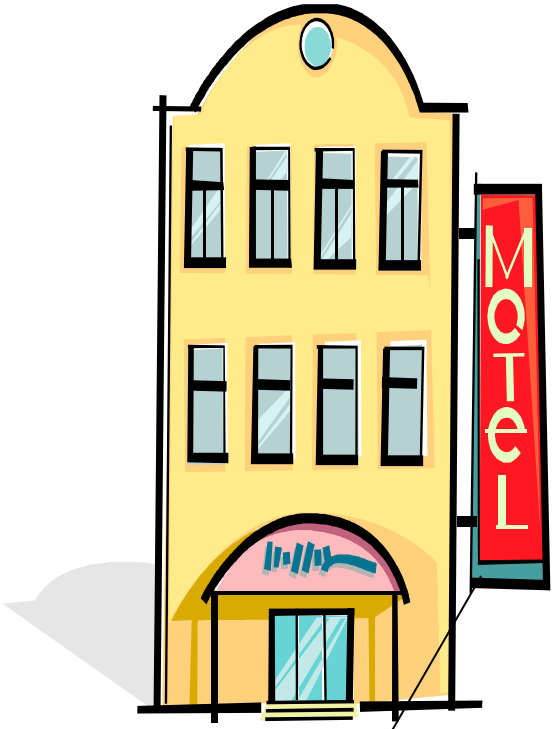
- Any sign that emits an odor, sound or visible matter.
- Billboards and off premises signs.
- Roof signs.
- Signs attached to trees, fence posts, natural features or telephone/utility poles.
- Signs that flash, rotate, flutter material or give the appearance of movement.
- Window signs covering more than 50 percent of a door or window.
- Pennants, balloon, streamers, flags, etc.
- See *Zoning Ordinance* Article 5 Section 4 for additional prohibited signs.

Temporary Signs

- Temporary signs for special events, including inflatable signs with a total surface area of 100 square feet or less.
- The maximum number of temporary signs at any one time is **two (2)** signs.
- Temporary signs can be displayed for a maximum of **90 days** throughout the calendar year.
- **Temporary signs cost $50.00 each.**







Projecting Sign



Post Sign

Contact the City of Dover Planning Department with any questions or concerns.



Window Sign

Wall Sign

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www.cityofdover.gov

Jan. 2016

SIGNS

DEPARTMENT OF
INSPECTIONS
&
PLANNING