

Signage

Mancos Development Services: From Concept to Construction

Getting Started

Signs are allowed for advertising purposes in all zoning districts with certain limitations. Chapter 16 of the town's Land Use Code (LUC) governs and controls all signs within all zones in the town limits. It shall be unlawful to erect, construct, reconstruct, alter, paint or repaint or change the use of any sign. Sign permits are required for alteration of sign faces by painting or overlay, erection, relocation, reconstruction, alteration, or display of a sign, and the painting of a wall sign. Touching up or repainting existing signs is considered maintenance and does not require a permit. Article 16 of the LUC and the Mancos Design Review Guidelines provide detailed information about the allowed sign area, height, location and design for all zoning districts.

Sign Guidelines

- ✓ **Allowable sign types and dimensions may be found in the attached table.**
- ✓ **Sign** means any letter, figure, character, mark, plane, point, marquee sign, moveable or stationary object, design poster, pictorial, picture, stroke, stripe, line, trademark or reading matter on an illuminated or non-illuminated surface that shall be so constructed, placed, attached, painted, erected, fastened or manufactured in any manner whatsoever, so that the same shall be used for the attraction of the public to any place, subject, person, firm, corporation, public performance, machine or merchandise whatsoever, that is displayed in any manner whatsoever outdoors.
- ✓ **Signage design standards.** Western style or creative architectural themes are encouraged. Design and construction of signs shall complement the architectural character of on-site buildings and conform to these design standards by using natural materials, indirect lighting, and limiting the number of signs.
 - Use materials and design that suggest the western rural heritage of the community such as, but limited to, wood, metal, paint, brick, stucco, and adobe.
 - Monument signs are preferred to pole signs. When utilized, pole signs shall not exceed 12 feet in height.
 - Externally lit signs are preferred over internally-illuminated signs.
 - Flush-mounted signs shall not extend above the height of the building on which they are mounted.
 - Signs and graphics shall conform to the standards set by the Colorado Department of Transportation, where applicable.
 - Wall mounted signs shall not project out from building more than 6 inches.
 - No sign shall be a prohibited sign (see section "prohibited signs").
 - Applied letters may be substituted for wall mounted signs.
 - Iconic Signs shall reflect the goods and services offered within the building to which they are affixed. Examples of iconic signs observed in the Mancos Valley include wagon wheels and other western memorabilia.
- ✓ **Illumination. Signs shall not be internally illuminated.** Externally lit signs shall be compliant with the Mancos Dark Sky Ordinance.
 - The light from any illuminated sign shall be so shaded, shielded or directed that the light intensity or brightness will not trespass onto neighboring properties.
 - Neither the direct nor the reflected light from primary light sources shall create a traffic hazard to passing motorists.

- No sign shall have blinking, flashing or fluttering lights or other illuminating devices that have changing light intensity, brightness or color. Beacon lights are not permitted.
- Illumination of signs placed upon businesses shall be permitted only on the front of the building. Corner lot businesses are permitted to illuminate signs on both sides of the building facing a street
- ✓ **Temporary signs** may be used for 30 days or less in a calendar year and do not require a sign permit to be erected and shall be subject to the following conditions.
 - Civic, cultural and public service window posters, when posted inside commercial establishments, provided that they do not individually or collectively occupy more than twenty-five percent (25%) of the total area of a window or five (5) square feet, whichever is less.
 - Promotional or special sales signs, when erected in conjunction with a commercial establishment, provided that they do not, individually or collectively, exceed twenty-five percent (25%) of the total area of the ground floor display window or sixteen (16) square feet, whichever is less.
 - Signs announcing the sale or leasing of a property or building, provided that they do not individually or collectively exceed six (6) square feet and are promptly removed after the sale or leasing of the subject property.
 - Temporary decorations or displays, including balloon-style promotions, clearly incidental and associated with national or local holiday celebrations for a period not to exceed ninety (90) days per year, per lot.
 - Temporary signs not associated with businesses may be displayed not more than thirty (30) days per year or exceed six (6) square feet in size. Examples include garage sale signs, puppies-for-sale signs, agricultural produce sales, etc.
 - Political campaign signs may be on display longer than thirty (30) days, but must be removed within seven (7) calendar days after election.
- ✓ **Exempt signs** are those that are permanent in nature (to be erected for more than thirty [30] days) but do not require a sign permit to be erected. However, exempt signs must meet current sign code requirements.
 - Publicly erected or required signs of a noncommercial nature, such as, but not limited to, safety signs, danger signs, trespassing signs, traffic signs, memorial plaques and signs of historical interest.
 - Integral signs. Names of buildings, dates of erection, monumental citations, commemorative tablets and the like when carved into stone, concrete or similar material or made of metal or other permanent-type construction and made an integral part of the structure. Murals not containing statements, words or pictures of an obscene, indecent or immoral character are also exempted integral signs.
 - Flags, crests or banners of nations, organizations of nations, states and cities, or professional, fraternal, religious or civic organizations, except when displayed in connection with commercial promotion, as long as they do not exceed sixty (60) square feet. Other flags for the purposes of commercial promotion count toward the allowable sign square footage.
 - Regulatory signs erected on private property, such as "no trespassing" signs, which do not exceed two (2) square feet per face or four (4) square feet in total surface area.
 - Scoreboards for athletic events.
 - Traffic control signs installed by proper authorities.
 - Signs of a duly constituted governmental body, including traffic or similar regulatory devices, legal notices, warnings at railroad crossings and other instructional or regulatory signs having to do with health, hazard, parking, swimming, dumping, etc.

- Address numerals and other signs required to be maintained by law or governmental order, rule or regulation, provided that the content and size of the sign does not exceed the requirements of such law, order, rule or regulation.
- Small signs not exceeding six (6) square feet in area displayed on private property for the convenience of the public, including signs identifying in-home occupations, signs to identify entrance and exit drives, parking areas, one-way drives, rest rooms, freight entrances and the like.
- ✓ **Prohibited Signs.** Prohibited signs include the following signs and shall apply in all zoning districts to temporary, exempt and all other types of signs:
 - Signs employing mercury vapor, low-pressure and high-pressure sodium and metal halide lighting or otherwise not complying with the illumination requirements of the LUC.
 - Plastic panel rear-lighted signs.
 - Signs on roofs, dormers and balconies.
 - Signs containing statements, words or pictures of an obscene, indecent or immoral character.
 - Signs advertising a business, activity, product or service not conducted on the premises upon which the sign is located, such as billboards, other than permitted directional signs.
 - Signs that contain or consist of ribbon streamers, strings of light bulbs, spinners or other similarly moving devices.
 - Digitally lit programmable signs or reader boards when used for commercial purposes.
 - Real time video projected on outdoor display screens, outdoor video projection screens and outdoor LED screens or outdoor display screens of any type are prohibited for use as signs, including in windows.
 - Signs emitting sound.
 - Any sign located in such a way as to intentionally deny an adjoining property owner visual access to an existing sign.
 - Any sign or sign structure which is structurally unsafe; constitutes a hazard to safety or health by reason of inadequate maintenance or dilapidation; is not kept in good repair; or is capable of causing electrical shocks to persons likely to come in contact with it.
 - Signs advertising an activity, business, products or services which have been abandoned or otherwise become extraneous for a period of thirty (30) days or more. If the sign or sign structure is covered or the identifying symbols or letters removed, an extension being shown.
 - No sign shall be attached to a tree or utility pole, whether on public or private property.
 - Banners shall not be used as permanent signs.
 - No portion of any sign shall be located in the line of sight needed for pedestrians or vehicle operators lower than eight (8) feet from the average ground level, and supporting members of such signs shall not obscure views of pedestrians or vehicle operators.
- ✓ A **Special Exception** may be requested per the town's procedure for sign illumination standards.
- ✓ **Sign Variances** are deviations or modifications of sign height, area, coverage and other dimensional standards that would not be contrary to the public interest, and, due to special physical site conditions, a literal enforcement of the provisions of this Land Use Code would result in unnecessary hardship. Variances may be made for artistically designed signs that would not otherwise meet the guidelines in this Chapter. Conditions and procedures for sign variances shall be made in accordance with Mancos LUC.

Sign Application Submittal Requirements

The applicant shall file two (2) copies of an application requesting a sign permit. The application shall be accompanied by or show the following:

- ✓ A filing fee to cover the cost of review, in accordance with the fee schedule adopted by resolution of the Board of Trustees;
- ✓ The street address and legal description of the property affected;
- ✓ Agent letter, if the applicant is not the property owner;
- ✓ Drawings of the proposed signs, as well as their location on the building/property.

Review and Decision

- ✓ If the proposed sign(s) is to be located in the Highway Business (HB) or Commercial (C) zoning district, the signage must be reviewed by the Design Review Board according to the adopted Design Guidelines of the Town of Mancos.
- ✓ Should the proposed sign meet the requirements of the Design Guidelines (if applicable in the zoning district) and the signage standards in the town land use code, the Planning and Zoning Administrator shall review the application and issue a letter of approval to the applicant (serving as the permit).
- ✓ Should a special exception of signage area standards or illumination be requested, the applicant shall submit the required forms for the request. No sign permit may be issued until these requests are approved by the appropriate reviewing bodies.

Signage Dimensional Standards

Sign Type	Highway Business District	Commercial District
Wall-mounted Sign-Front	Max Sign Area: 32 SF Height Above Sidewalk: 17 ft max	Max Sign Area: 20 SF Height Above Sidewalk: 17 ft max
Wall-mounted Sign-Rear/Side	Max Sign Area: 6 SF	Max Sign Area: 6 SF
Wall-mounted Sign-Building Directory	Max Sign Area: 1 SF per Tenant Height Above Sidewalk: 17 ft max	Max Sign Area: 1 SF per Tenant Height Above Sidewalk: 17 ft max
Projecting/Suspending Sign	Max Sign Area: 16 SF Height Above Sidewalk: 17 ft max Max Sign Width: 4 ft	Max Sign Area: 16 SF Height Above Sidewalk: 17 ft max Max Sign Width: 4 ft
Freestanding Sign	Max Sign Face Area: 40 SF Height Above Sidewalk: 30 ft max Max Sign Faces Allowed: 2	Max Sign Face Area: 16 SF Height Above Sidewalk: 12 ft max Max Sign Faces Allowed: 2

**Height includes posts and extends to the top edge of the sign*

Signs permitted in residential zone districts as identified in the LUC shall be limited to one (1) of each of the following:

- ✓ One (1) wall-mounted sign may be erected on each multi-family building or complex.
- ✓ One (1) monument-style sign shall be permitted to identify the entrances to a residential subdivision or multi-family building or complex, provided that each monument-style sign shall be limited.
- ✓ One (1) freestanding sign may be erected on side to identify a bed and breakfast, home occupation or cottage industry.