

Sign Ordinance

Town of Sullivan



Adopted July 12, 1972
Amended June 26, 2017
Amended June 28, 2021

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Section 1. Introduction

1.1 Background

This ordinance is designed to comply with Maine s Title 23 Section 1913 and 1914 [1] which specify types of signs and sign location relative to public ways and with specific Town regulations as specified herein.

1.2 Purpose

The purpose of this Ordinance is to protect public safety and preserve the scenic and natural beauty of the Town.

1.3 Definitions

The following terms are used in this ordinance:

1. Sign shall mean any material, structure or device, or part thereof, composed of lettered or pictorial matter, or upon which lettered or pictorial matter is placed when used or located out of doors or outside or on the exterior of any building, including window display area, for display of an advertisement, announcement, notice, directional matter or name. Signs include sign frames, sign boards, painted wall signs, hanging signs, illuminated signs, projecting signs and fold-out signs, and shall also include any announcement, declaration, demonstration, display, illustration or insignia used to advertise or promote the interests of any person or business when placed in view of the general public. A business name on a building shall not constitute a sign.
2. Erect shall mean to build, construct, alter, repair, display, relocate, attach, hang, place, suspend, affix or maintain any sign, and shall also include the painting of exterior wall signs.
3. Person shall mean any person, firm, partnership, association, corporation, company, institution or organization of any kind.

Section 2. Authority and Administration

2.1 Authority

This Ordinance is adopted pursuant to the Home Rule Power of Article VIII, Part 2, of the Maine Constitution and 30-A MRSA, Section 3001 [2].

2.2 Administration

The Code Enforcement Officer (CEO) shall administer this Ordinance. The CEO shall be empowered to issue all Sign Permits.

The Select Board shall appoint the CEO annually. Pending his/her appointment, the Town Manager shall perform CEO duties or name a temporary CEO.

2.3. Reference Maine Statutes

[1] MRSA Title 23-A Sections 1913 & 1914 – Signs

[2] MRSA Title 30-A Section 3001 – Home Rule

Section 3. Regulations

3.1 Signs Requiring Permit

Commercial signs advertising local businesses or public activities shall require a permit in the Town of Sullivan and shall be located on the premises of such activity. The permit application shown in Appendix A shall be completed by the applicant and provided to the CEO who shall have a minimum of one (1) week for review. The maximum area of a permitted signage shall not exceed thirty-two (32) square feet. The sign can be double sided. The CEO may limit sign area to a smaller size depending upon the environmental impact. No more than six (6) signs may be permitted on one premise with a maximum total of one hundred and fifty (150) square feet combined area for all signs.

Signs customarily incident to places of worship, libraries, museums, social clubs or societies shall not exceed forty-eight (48) square feet in area and shall be located on the premises of such institutions.

Signs may be illuminated only by shielded, non-flashing lights. Signs relating to goods and services not sold or rendered in the Town of Sullivan shall not be permitted.

3.2 Signs Not Requiring Permit

The following signs shall be permitted in the Town of Sullivan without a permit from the CEO and shall not exceed six (6) square feet in area:

1. Signs advertising the sale, lease or rental of the premises upon the sign is located
2. Professional name plates, e.g., doctor, dentist or Notary Public
3. Signs pertaining to small-scale home sales and services, e.g., lawn sales, vegetable stands or Home Occupation
4. Signs denoting the name and address of the occupants of the premises
5. Signs denoting the architect, engineer or contractor placed on premises when construction, repair or renovation is in progress
6. Political signage

3.3 DOT Statute

A DOT sign permit is not required. However, the applicant shall be required to contact the DOT to determine the exact setback required for any sign located on a numbered State highway as right-of-way (ROW) setbacks vary throughout the Town of Sullivan. This requirement shall apply to both paragraphs 3.1 and 3.2 of this Ordinance.

Section 4. Non-Conforming Signs

For signs existing prior to the approval of this Ordinance which do not conform to the provisions of this Ordinance, shall be granted a permit to be effective indefinitely.

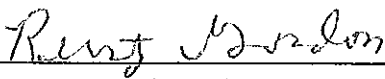
Section 5. Violations

Failure to comply with any of the provisions of this ordinance shall be deemed a violation and the violator shall be liable for a fine of not more than \$100 for each day that the violation continues. Such fines shall be determined by the CEO and approved by the Select Board.

Section 6. Amendments

The Select Board may present warrants to amend this Ordinance for consideration by the Town. The Select Board shall fix the time and place of a public hearing on the proposed amendments (s) and cause notice to be given in accordance with the laws of the State of Maine.

Sullivan Select Board



Rusty Gordon, Chair

Raymond Daley



Roger Wakefield

Appendix A: Sign Application

**APPLICATION FOR SIGN
Town of Sullivan**

Name: _____

BUSINESS NAME: _____

Address: _____

SIGN SIZE: _____ MATERIALS: _____

SIGN TYPE: Lighted _____ Reflective _____ Painted _____

Estimated Cost: \$ _____

Location of Sign: _____

Applicant's Signature

APPLICATION FEE:

\$25 00 each sign

APPROVED

CEO