

# MONROE ZONING REGULATIONS

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## DRAFT ZONING TEXT AMENDMENT

### Nonresidential Districts: Outdoor Storage of Materials, Signage and Supplemental Standards Regulations

Dated: March 31, 2021, rev. 4/14/21, rev 4/21/21

Regular Text

~~Red Strikeout Text~~

Blue Double Underline Text

Existing Text in Current Zoning Regulations to Remain

Existing Text in Current Zoning Regulations to be deleted

Amendment / New Text to be added

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## ARTICLE 4 Nonresidential Districts

### §4.1 Business District 1 (B-1)

#### §4.1.1 Application of Provisions

The standards, regulations and requirements as set forth in §4.1 shall apply to the alteration and use of land, buildings and other structures, and the location and bulk of buildings and other structures in any lands classified as Business District 1 (“B-1 District”).

D. Outdoor storage of materials related to commercial uses:

- (1) All materials to be stored outdoors shall be directly related to the principal use on the site.
- (2) Outdoor storage shall comply with the bulk requirements of the underlying zoning district and related principal use.

- (3) The outdoor storage area shall be restricted to the following standards:~~not exceed twenty percent (20%) of the gross floor area of the principal building.~~
- A. B-1 District: up to 20 percent of lot area
  - B. B-2 District: up to 20 percent of lot area
  - C. LOR District: up to 20 percent of lot area
  - D. I-1 District: up to 40 percent of lot area
  - E. I-2 District: up to 40 percent of lot area
  - F. I-3 District: up to 40 percent of lot area
- (4) Outdoor storage shall not interfere with parking, site access or on-site circulation of vehicles and pedestrians.
- (5) Materials shall be stored in an environmentally safe and orderly fashion, and shall be properly secured. ~~The contents of outdoor storage shall be temporary in nature.~~
- (6) Outdoor storage areas shall be screened from adjoining properties and shall conform to landscaping and screening requirements of these Regulations.
- (7) The limit or area of approved outdoor storage shall be physically delineated, controlled and contained by buildings, structures, fencing, landscaping or a combination thereof to screen said area and the contents therein.

## §6.3 Signs

### §6.3.1 Sign Permits

- A. No sign shall be established, erected, constructed, reconstructed, extended, enlarged or altered without obtaining a Zoning Sign Permit from the Zoning Enforcement Officer, which shall serve as a certificate of zoning compliance, unless otherwise exempted by these Regulations. New signage shall be included as part of a Special Exception Permit / Site Development Plan application and shall be reviewed and approved by the Commission as part of said application.
- B. Where a sign is subject to the provisions of the State of Connecticut Basic Building Code, a building permit shall also be required.
- ~~C. No variance shall be granted by the Zoning Board of Appeals concerning any sign.~~
- C If any sign does not conform to these sign standards, whether being preexisting nonconforming or by virtue of a granted Zoning Board of Appeals variance, and is discontinued, altered,

reconstructed, enlarged, extended or moved, its replacement or the alterations shall conform to these sign standards. No existing sign shall be altered, reconstructed, enlarged, extended or moved except in accordance with these sign standards. However, the repainting or repair of existing signs and changing of tenant names is permitted.

#### §6.3.2 Prohibited Signs

- A.** All signs not specifically permitted are prohibited. Prohibited signs shall also include roadside signs, animated or moving signs, balloon signs, banners or streamers, beacons or search lights, billboards, festoons, flag signs, inflatable signs, flashing or intermittent signs (including vending machines and those inside a building that are visible from the road, a parking area or an adjacent property), roof signs, vehicular signs not used in the normal course of business, signs for an off-premises location (except an otherwise permitted free-standing sign on a private commercial street as set forth in §6.3.7A(3) of these Regulations. Vehicles with signs painted on or attached thereto shall not be parked in visually conspicuous locations so as to function as a free standing sign.
- B.** No vehicle shall be utilized as a sign and no registered vehicles with signs shall be allowed to remain in any given parking space, with the exception of a residential driveway consistent with and where permitted by these Regulations, for longer than a twenty-four (24)-hour period.

#### §6.3.3 Exemptions

- A.** The following signs shall be exempt from the provisions of this Section, except §6.3.4 and §6.3.9: Governmental, Name Plate, Political, Private Sale or Event.
- B.** The following signs shall be exempt from the provisions of §6.3.1A, but shall comply in all respects with all other provisions of §6.3: Agricultural, Construction, Home Occupation, Real Estate, Seasonal or Special Event.
- C.** Such other signs as may be exempted elsewhere in these Regulations.

#### §6.3.4 Height, Location and Number of Signs

- A.** A single commercial/industrial tenant building may have one (1) sign attached to the building. A multiple commercial/industrial tenant building may have one (1) sign attached to the building per tenant space. However, except any individual retail commercial tenant with a storefront in excess of one-hundred (100) linear feet may allocate its total allowed wall sign area between multiple wall signs provided the cumulative area of all such wall signs does not exceed the total area permitted for said individual tenant.

- B. The length of a tenant wall sign on the front façade of the building may not exceed seventy-five percent (75%) of the length of the tenant’s front facade.
- C. A sign composed of a combination of individual characters and/or logos combined in context, shall be considered a single sign.
- D. No sign may be on a side or rear wall unless such wall faces a street or parking area, or is at least seventy-five (75) feet from any other commercial/industrial structure.
- E. Signs attached to a building shall not project above the exposed wall of the building upon which it is attached. No sign shall be displayed, located, mounted or attached to or on a roof.
- F. Signs attached to buildings may project into the area required for setbacks, provided that the sign does not project more than fifteen (15) inches from the building.
- G. A permitted freestanding sign shall be located no closer than five (5) feet from a street line and no closer than ten (10) feet from any other property line. ~~or street line.~~
- H. No freestanding ground sign or monument sign shall exceed a height of 20 feet.
- I. On a corner lot of five (5) acres or more, one (1) freestanding sign may be permitted at the discretion of the Commission along each street, provided at minimum an access driveway is also provided from each street, and provided that the distance between the centerline of each driveway at the street line is no less than one-thousand-five-hundred (1,500) linear feet.

#### §6.3.5 Obstructions

No sign shall be so arranged that it interferes with traffic through glare, lighting arrangement, through blocking of reasonable sight lines for streets, sidewalks, or driveways, through confusion with a traffic control device (by reason of its color, location, shape or other characteristics or through any other means). No sign shall be located or maintained so as to obstruct any door, window or fire escape or to cause any other hazard to the public health or safety.

#### §6.3.6 Projected and Hanging Signs

No sign shall project over any sidewalk, driveway, walkway, roadway, alley or right-of-way of any public or private street or highway.

#### §6.3.7 Permitted Total Freestanding Sign Area

**A. Freestanding Signs in Nonresidential Districts:**

- (1) In the case of nonresidential use of a single lot where the principal building(s) has a total floor area of less than forty-thousand (40,000) square feet, the maximum sign area of a permitted freestanding sign shall not exceed forty (40) square feet in total sign area.
- (2) In the case of nonresidential use of a single lot where the principal building(s) has a total floor area of forty-thousand (40,000) square feet or more, the maximum total sign area of a permitted freestanding sign shall not exceed eighty (80) square feet in total sign area, except no individual user of said lot shall be permitted a sign area greater than forty (40) square feet.
- (3) In addition to that permitted in Subsections (1) or (2) above, one (1) freestanding sign may be permitted within a private commercial street right-of-way at the intersection of a State Highway and an approved private commercial street, subject to the following:
  - (a) Such sign shall be for the sole purpose of identification of a lot(s) or tenant(s) of a lot(s) which meet the following criteria:
    - The lot shall be 10 acres or more;
    - The lot shall front solely of the private commercial street; and
    - The lot shall be at least 350 feet from the midpoint of the intersection.
  - (b) Such sign shall not exceed a total sign area of fifty (50) square feet and no individual user sign panel shall exceed a sign area of twenty five (25) square feet. The total sign area shall be divided equally between the total number of panels to be located on the sign in order to create uniform panel sizes.
  - (c) Such sign shall be a ground sign (no pole signs) as defined in these Regulations.
  - (d) Such sign shall not be internally illuminated.
  - (e) Such sign shall be located within a planted landscaped area measuring a minimum of eight-hundred (800) square feet. Plantings shall provide seasonal variation.
  - (f) Any other freestanding sign on said lot(s) as otherwise permitted by these Regulations shall be a non-internally illuminated ground sign (no pole signs) only.
- (4) No permitted freestanding sign of any size shall display more than eight (8) user names. Any name, whether an individual user or center name, shall count towards the total number of names allowed under these Regulations. However, the Commission prefers that

permitted freestanding signs, particularly where multiple users occupy a single lot, display a single center name rather than individual user names.

- (5) The property street number shall be included in all permitted freestanding signs within the body of the total sign area. The street number shall be located at the top of said sign area.
- (6) The following maximum and minimum character heights shall be required for all copy on permitted freestanding signs for the purpose of creating legible graphics which can be seen and responded to within safe distances to maneuver a car:
  - (a) Maximum Character Height – No letter, number, character or other symbol shall exceed a height of three (3) feet for a single line of copy or two (2) feet for multiple lines of copy.
  - (b) Minimum Character Height – No letter, number, character or other symbol shall be less than four (4) inches in height.

**B. Signs in Residential and Farming Districts:**

- (1) One freestanding sign per lot may be permitted. Freestanding signs shall not exceed ten (10) square feet in area. The sign may be double facing.
- (2) The total area of signs on any lot excepting freestanding signs shall not exceed ten (10) square feet in area.
- (3) On premises which are for sale or for rent, not more than two (2) signs which shall advertise only the premises, provided such a sign shall have an area not exceeding ten (10) square feet; however, only one (1) such sign is permitted along any given street frontage where that frontage shall be less than two-hundred (200) feet. All such signs shall be removed within seven (7) days following actual sale or lease of property.

§6.3.8 Measurement of Sign Area

- A.** The area of a sign shall be considered to include all lettering, wording and accompanying designs or symbols, together with any background different from the building, whether painted or applied, when it is designed as an integral part of, and obviously related to the sign; and when the sign consists of individual letters or symbols attached to or painted on a building wall or window, the area shall be considered to be that of the smallest rectangle which encompasses all of the letters or symbols.
- B.** In the case of a freestanding sign or a sign that can be seen from both sides, the area shall be determined by multiplying the outside dimensions of the sign, not including the vertical, horizontal or diagonal supports which affix the sign to the ground, unless such supports are evidently designed to be part of the sign as defined herein.

**Town of Monroe Zoning Regulations – Miscellaneous Text Amendments as proposed by the Town Planner and Community Economic Recovery Coordinator**

§6.3.9 Specific Regulations Pertaining to Permitted Signs by Type

Type of Sign	Maximum Area	Maximum Height	Permit Required	Requirements
Agricultural Sign	16 sf	8 feet	No	One permanent freestanding or wall agricultural sign per farm and farm stand is allowed. Sign shall not be illuminated.
Business Identification, Freestanding Ground Sign				A minimum of 10 feet from the property line. For multiple tenant facilities, separate freestanding signs shall not be displayed by individual establishments. The style, design and construction shall be related and compatible with the architectural style and design of site buildings and other site structures and signs. Use of wood and other natural materials as well as external illumination are preferred.
<i>Residential Districts</i> Freestanding Sign	10 sf	8 feet	Yes	Only one type of such sign is permitted.
Pole Sign	10 sf	8 feet	Yes	
Ground Sign	10 sf	8 feet	Yes	
<i>Nonresidential Districts</i> Freestanding Sign	40 sf	20 feet	Yes	Only one type such sign is permitted.
Pole Sign	40 sf	20 feet	Yes	
Ground Sign	40 sf	8 feet	Yes	
Construction Sign, Freestanding <i>Residential Districts</i> <i>Nonresidential Districts</i>	16 sf 32 sf	8 feet 8 feet	No No	Restricted solely to the period of such construction. Shall not be illuminated.
Directional Sign	4 sf, or as required by CTDOT	8 feet	No	Shall not include any advertising or name of establishment.

**Town of Monroe Zoning Regulations – Miscellaneous Text Amendments as proposed by the Town Planner and Community Economic Recovery Coordinator**

Gasoline Price Sign, Freestanding	16 sf	8 feet	Yes	Pricing information if provided shall be incorporated into otherwise permitted freestanding signs on the premises. In addition, pricing signage above and attached to an individual fueling station may be permitted provided the area of each such sign does not exceed an area of two square feet each and shall not be internally illuminated.
Home Occupation Sign	2 sf			One sign (freestanding or wall mounted). Shall not be illuminated.
Menu Board Sign	32 sf	7 feet	Yes	May be freestanding or affixed to building. One Menu Board Sign is permitted per drive-thru lane on a lot.
Name Plate Sign	2 sf	N/A	No	Shall not be illuminated.
<b>Type of Sign</b>	<b>Maximum Area</b>	<b>Maximum Height</b>	<b>Permit Required</b>	<b>Requirements</b>
Political Signs, Freestanding	6 sf	4 feet	No	May be erected no sooner than 45 days prior to election. Must be removed within seven days after election. Shall not be illuminated.
Portable Sign				Refer to §6.3.17 for standards.
Pre-View Menu Board Sign	16 sf	7 feet	Yes	May be freestanding or affixed to building. One Pre-View Menu Board Sign is permitted per associated Menu Board Sign.
Real Estate Sign, Freestanding <i>Residential Districts</i> <i>Nonresidential Districts</i>	5 sf 8 sf	8 feet 8 feet	No No	One sign is permitted. All such signs shall be removed within seven days following actual sale or lease of property. Shall advertise on property only. Shall not be illuminated
Seasonal Sign, Freestanding	32 sf	8 feet	No	One such sign per farm, farmstore, seasonal farmstand and agriculturally related use. Not to exceed 60 days in any given year. Said sign must be removed when the seasonal sale is over. Shall not be illuminated. Sign may be located no closer than 10 feet of a street line.
Special Event Sign, Freestanding	32 sf	8 feet	No	Not to exceed 15 days in any three -month period. To be removed promptly at the end of such period. No sign or device held in the air by balloon or other means and no searchlights shall be permitted. Shall not be illuminated.
Tag Sale Sign	6 sf	6 feet	No	Shall not be illuminated.
Wall Sign <i>Residential Districts</i>  <i>Nonresidential Districts</i>	10 sf where permitted  1 sf per 1 linear foot of building frontage*	Attach to Building Façade Attach to Building Façade	YES  YES	  <i>*Measured as a straight parallel horizontal line across the tenant front façade of the building between exterior walls or between the center point of any shared party walls.</i>

§6.3.17 Special Requirements for Portable Signs

Portable signs shall be permitted in the Nonresidential Districts subject to the following requirements:

**A. Design Standards**

- ~~(1) — Only one (1) portable sign(s) shall be permitted for an individual business or establishment and the sign content must be limited to the business, service, or goods of the establishment immediately adjacent to the sign, or to an establishment located on the upper floors of the building. immediately adjacent to the sign. Each property shall be entitled to no more than one (1) portable sign for every seventy five (75) feet of property frontage on a public street, regardless of the number of businesses on a given property. Properties on corner lots shall only be entitled to count the frontage of the street having the principal building frontage.~~
- (2) The sign shall not exceed eight (8) square feet in total area based on the dimensions of a single side, and shall not be more than three (3) feet wide nor more than three (3) feet high.
- (3) Signs shall be located on the property adjacent to the front property line, and shall not obstruct a sidewalk, where one exists. Signs shall not impede or obstruct vision of vehicles at intersections or points of egress from the property. Should a sign be so placed, it shall be subject to removal by the Zoning Enforcement Officer.
- (4) Signs shall be located with the message perpendicular to the street.
- (5) Signs may be displayed only when the establishment is open for business and shall be removed when the business is closed.
- (6) Signs must be constructed of durable, weatherproof materials, including wood, metal, or composite wood or synthetic materials. Glass, paper, laminated paper, PVC pipe frames or similar materials; balloons, streamers or similar devices are not permitted.
- (7) Signs may not be illuminated. All portable signs shall be maintained in good repair including the sign frame structure, materials, and lettering and graphics.

- (8) Signs shall be appropriately secured against movement from wind or water, but shall not be affixed, tethered or otherwise attached to any governmental sign or structure, or any utility pole or appurtenance.

**B. Permitting and Enforcement**

- (1) Anyone wishing to display a portable sign must file an application with the Zoning Enforcement Officer for an annual Portable Sign Permit.
- (2) Anyone applying for a Portable Sign Permit shall provide written/signed consent from the owner of the property.
- (3) Portable Sign Permits shall be issued for an operating period of one (1) calendar year, from January 1 to December 31 or portion thereof.
  - (a) The Zoning Enforcement Officer may issue on an annual basis, subject to a renewal application, a Portable Sign Permit for the following year.
  - (b) Applications for renewals will be accepted between November 30 and December 30 of each year.
  - (c) New applications made after January 1 of each year shall expire December 31 of said year.
- (4) The Town reserves the right, acting through the First Selectman or a designee, to prohibit the use of a portable sign at any time because of anticipated or actual public emergencies, conflicts or similar problems along a highway right-of-way. These situations include but are not limited to festivals, parades, road races, repairs to the street or sidewalk, or hazardous weather conditions or other emergencies occurring in the area. To the extent possible, the permittee shall be given prior written notice of the time period during which the prohibition is in effect, but failure to give notice shall not affect the right of the Town to prohibit portable signs at any time.

§6.3.18 Violations; Removal

Signs lacking permits from the proper authority, which have been placed within any highway or street right-of-way, may be confiscated by the Zoning Enforcement Officer and may result in the issuance of a citation.

### §8.2.3 Supplemental Standards

A Special Exception Permit use shall conform to the individual supplemental standards and requirements below, where applicable, in addition to the general standards set forth above and all other regulations for the zoning district in which the Special Exception Permit use is located. In all cases, whichever regulations are more restrictive shall apply.

#### **A. Automobile Service Shop, Automobile Body Shop and/or Gasoline Stations**

- (1) Temporary storage of facility and customer repair vehicles:
  - (a) In a B-2 District, no vehicles shall be stored outside with the exception of one (1) facility service vehicle and no more than seven (7) customer vehicles scheduled for repair or service.
  - (b) In an I-2 District, facility service vehicles and customer vehicles scheduled for repair or service, on premises for more than seven (7) days, shall be stored in a designated area as set forth on the approved development plan, which area shall not be forward of the principal building closest to the street and shall be screened from abutting streets and properties. No more than twenty-four (24) such customer vehicles shall be permitted to be temporarily stored at any given time.
  - (c) Designated temporary storage of facility and customer repair vehicles shall be in addition to required minimum off-street parking spaces.
- (2) An automobile body shop is not permitted, except in an I-2 District.
- (3) No inoperable, non-registered or disassembled automobile, or portions thereof, shall be stored or parked outside for any period except in an area designated and approved by the Commission subject to appropriate screening and buffering. A maximum number of such vehicles shall be specified by the Commission.
- (4) Car washes shall be permitted as an accessory use only where all wash water effluent is collected and recycled within the car wash building. Retail car washes shall not be permitted except in a B-2 District.
- (5) Gasoline and motor fuels sold may be dispensed by self-service or a station attendant at a location designed and approved for such use.

- (a) In a LOR District, fuel pumps, canopies over fuel pump dispensers, and storage tanks shall not be located within 350 feet from any residential district.
- (b) In a LOR District, canopy structures over fuel pump dispensers shall not be located within the front yard setback.

~~(6) There shall be no outdoor display or sale of products or merchandise.~~

(7) The rental or sale of vehicles at a gasoline station shall be prohibited.

~~(8)~~ The rental or sale of vehicles shall be permitted pursuant the appropriate State of Connecticut license authorizing the selling and renting of used and new vehicles at an automobile service shop or automobile body shop. ~~may be permitted, subject to the following limitations:~~

~~(a) The rental of vehicles, except as loaners to a customer while their vehicle is being serviced or repaired, shall be prohibited.~~

~~(b) The sale of new vehicles shall be prohibited.~~

~~(c) In a B-2 District, the sale of used vehicles as an accessory land use shall be permitted pursuant to an appropriate State of Connecticut license authorizing the selling of used automobiles. Said license shall be limited, which limitations shall be specified on the associated approved Certificate of Location pursuant to §9.1.3(F) of these Regulations for any new, amended or renewal State of Connecticut license application, as follows:~~

- ~~▪ Authorized used vehicles shall be stored in a designated area as set forth on the approved development plan.~~
- ~~▪ No more than three (3) used vehicles shall be permitted at any given time.~~