



Boise County  
Planning & Zoning Department  
P.O. Box 1300, Idaho City, Idaho 83631  
Phone (208) 392-2293 Fax (208) 392-2259

## Sign Permit Application

Proposed Name: \_\_\_\_\_

Tax / Parcel Number of Property RP \_\_\_\_\_

Applicant(s) Name: \_\_\_\_\_

Address: \_\_\_\_\_

City State Zip

Phone #: ( ) \_\_\_\_\_ Fax # ( ) \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Physical Address of Sign Placement \_\_\_\_\_

City State Zip

A Sign Plan shall be include with application and contain the following information:

- Materials to be used in manufacturing and constructing the sign.
- Sign size, message size or field of lettering, and proportions.
- Lettering size or graphic style.
- Design features other than lettering such as symbols, logos, ect.
- Colors scheme.
- Lighting, if proposed.
- Location of each sign on the building(s) and/or property.

*SIGN PLANS SHALL BE DRAWN NEATLY TO SCALE TO PRESENT A CLEAR AND ACCURATE PICTURE OF PROPOSAL. THE SIGN PLAN WILL BE REVIEWED FOR COMPLIANCE WITH STANDARDS AND ARTISTIC IN REVIEW OF THE ATTACHED CHAPTER 9 OF THE BOISE COUNTY ZONING AND DEVELOPMENT ORDINAN CONCERNING SIGNAGE WILL PROVIDE GENERAL STANDARDS, PROCEDURES, LAND USE STANDARDS, EXISTING SIGN PERMITTING, EXISTING NON-CONFORMING SIGN PERMITTING AND ENFORCEMENT*

**I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION  
AND KNOW THE SAME TO BE TRUE AND CORRECT.**

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

To be completed by the Planning and Zoning Staff

Application Fee ( ) Sign Plan Submitted ( ) Permit Number \_\_\_\_\_

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

## Chapter 9

## SIGNAGE

< Section 9-1	Purpose
< Section 9-2	Exemptions
< Section 9-3	Procedures
< Section 9-4	Standards
< Section 9-5	Land Use Standard for Signage
< Section 9-6	Existing Non-conforming Signs
< Section 9-7	Enforcement

### SECTION 9-1 PURPOSE

The purpose of this chapter is to provide maximum visibility for safety purposes along roadways, maintain unobstructed views at intersections and prevent undue distractions to vehicle operators by preventing confusion at or near traffic signs and signals and along corridors.

It is also the intent of this chapter to preserve the rural character by not allowing flashing, reader boards or outsized billboards but to encourage artistic design and creativity through simple effective signage. Therefore, the intent is to promote rural character and not a city center appearance in the county. Furthermore, the intent is to require preplanning of select signage and promote artistic license within the same size limit and similar location for less confusion and clutter. Signs meeting this intent will act as a signature block for creative expression but not an advertising billboard. This chapter contains A Sign Standards@ for uniform but creative signage. The pride of ownership and entrepreneurship is encouraged by artistic signage in the community. Residents and tourists will notice the improvements this makes to the general appearance of Boise County.

### SECTION 9-2 EXEMPTIONS

Signs exempted from county permit requirements are as follows:

- a. Directional or information signs that are no larger than three (3) square feet per face, which help direct on premises land uses or activities, and do not display an advertising message (for example: Public convenience signs identifying restrooms, public telephones, walkways and similar features or facilities, parking directions, etc.)
- b. Memorial signs or tablets displaying names of buildings and dates of erection when cut into the surface or facade of the building.
- c. Signs required by law or that serve the public interest such as traffic signs, railroad crossing signs, legal notices, warning of temporary emergencies, construction zones, presence of underground cable, utility signs, and similar signs installed on public property and are owned and maintained by County, State, or Federal agencies or a public utility company.
- d. Temporary signs or banners that bear no product advertising and announce nonprofit

community or civic events. Such signs or banners shall be removed within seven (7) days following the event.

- e. A sign that is visible only from within the parcel on which it is found.
- f. Signs to be built within the limits of a municipality.
- g. Signs that identify the architects, engineers, contractors, lenders, government agencies or programs (i.e. FHA, HUD, FMHA, Low Cost Housing, Senior Citizen Center, etc.) and other individuals or firms involved with the construction. This shall not include any advertisement of any product, or signs announcing the character of the building enterprise or the purpose for which the building is intended, or use of the project. The signs shall be confined to the site of the construction and shall be removed within fourteen (14) after the beginning of the intended use of the project.
- h. Homeowner locator signs placed at intersections are allowed if each sign is not more than one (1) square foot per face and the mounting device is located off public road right-of-way. Such signs shall be kept in good repair.
- i. Signs advertising the sale, rental, or lease of real property shall be confined to the property to which they apply. Such signs may be up to a total area of (32) thirty-two square feet per face in size. The number of signs shall be limited to one sign per parcel up to and including 40 acres, or not more than one sign per frontage. Directional signs may be placed at intersections to direct interested parties to Real Estate that is for sale, for rent or lease. Only one (1) directional sign per agency will be allowed. The directional sign shall not be more than 192 square inches, or a maximum of 8 inches by 24 inches. Such sign may indicate the name of the Real Estate Agency or their logo.. Signs must be kept in good repair. All such signs shall be removed within fourteen (14) days after the sale, rental or lease.
- j. Signs announcing candidates seeking public political office and other data pertinent thereto, up to an area of thirty-two (32) square feet for each premise. Such signs shall be confined to private property and removed within fourteen (14) days after the election for which they were intended.
- k. Show window signs in a window display of merchandise when incorporated with such a display.

### **SECTION 9-3 PROCEDURE**

- a. A permit is required before any sign regulated by these provisions is displayed or built on any premises in this jurisdiction.
- b. Applications shall be made on forms provided by the Boise County Planning and Zoning Department. The content of the application shall be as required herein and shall include all of the information needed to complete the application form, supplementary drawings of the sign plan, and any other information needed to complete the application review. The application shall be accompanied by the fee set forth by resolution by the Boise County Board of Commissioners.

c. A sign plan shall be included with the application and shall contain at least the following information:

- < Materials to be used in manufacturing and constructing the sign.
- < Sign size, message size or field of lettering, and proportions.
- < Lettering size or graphic style.
- < Design features other than lettering such as symbols, logos, etc.
- < Color scheme.
- < Lighting, if proposed.
- < Location of each sign on the building(s) and/or property.

Sign plans shall be drawn neatly to scale to present a clear and accurate picture of proposal. More than one drawing and drawings at various scale may be used.

The sign plan shall be a simple layout reviewed for compliance with standards and artistic merit. Artistic merit shall be seen in three categories:

1. Display skill of handiwork, line work and mechanics.
2. Exhibit quality and design in signage layout and lettering.
3. Display technique compatible to other rural signage in color and material.

d. The sign permit application will be accepted when the completed forms, including a sign plan and fee are submitted to the Planning and Zoning Department. The application will be reviewed by staff within seven (7) working days for acceptance. The permit will be either approved or denied based upon compliance with provisions herein.

If the application is denied, staff will include a written statement of the specific reasons for denial. The applicant may correct the application and request another staff review. The applicant may appeal any action of staff regarding the review of an application to the Planning and Zoning Commission according to Chapter 10 herein.

If the application is found to comply with the provisions herein, the permit will be approved. The applicant may then construct, build and display the sign and shall notify staff when the work approved by the permit has been completed.

e. The Commission has the authority to waive the standards set forth herein under unusual circumstances where a sign not meeting said standards fulfills the intent of the Ordinance better than one that meets the standards, upon a clear showing by the applicant that the proposed sign meets the intent of the Ordinance.

#### **SECTION 9-4 STANDARDS**

Boise County will regulate the size, amount and location of signage as provided by this Ordinance.

All signs within the unincorporated areas of Boise County shall conform to the following requirements.

- a. No rotating beam, beacon or flashing illumination that may resemble an emergency light shall be used with any sign display. No blinking, rotating or moving parts or components on temporary or permanent signs. Signs shall not have pennants, balloons or portable signs or wheeled trailers.
- b. It shall be the responsibility of the owner of the property and/or improvements to remove any sign or signs where the associated land use has been discontinued for more than ninety days. If a one time event, the removal of signs shall take place within seven (7) days after the event closure.
- c. If a preview sign has been erected for a future use, it shall be for a business that has received an allowed or conditional use permit to operate and meets the provisions of the sign portion of this Ordinance.
- d. The size shall be not greater than thirty-two (32) square feet per face, for example that of 4'X8'. Cut-out or molded letters, or advertising when applied to buildings, shall not be greater than thirty-two (32) square foot field on the building.
- e. Permanent signs shall be rural in character and appearance and the materials shall be of wood or stone character or accent. Signs may be painted, sandblasted, carved or constructed by other technically feasible methods. Unnatural colors such as neon, fluorescent, etc. shall not be allowed.
- f. The design shall incorporate a well-thought out, layout design with clean lines and an uncluttered appearance.
- g. The sign construction shall be completed in a well built manner.
- h. The message may include service, business, owner name, address, telephone number, a logo, or graphic illustration of the product(s) or service(s) offered.
- i. On ground mounted signs, the top of the signs shall be mounted not more than ten (10) feet off the ground. If the street/road elevation is greater than the elevation of the mounting site, street/road elevation may be used to determine the height. The total height of the mounting structure shall be no greater than twelve (12) feet. The intent is to keep the sign within the vision triangle of the motor vehicles. Special attention must be given to the placement of signs near intersecting roads to assure there is not obstruction of vision from any vehicle.
- j. No more than three (3) permanent signs may be placed at a given land use. One sign is allowed on the building. On two-way signs or two one-way signs facing each direction is allowed in the land use area.
- k. For Commercial Malls or Planned Unit Developments (industrial or commercial or a allowed on each road or street frontage. The sign may be used as land use and occupant identification sign. Projecting or a swinging sign is not allowed. One sign shall be allowed to be mounted flat to the building front of each shop, store or land use.

- l. No sign or sign structure, for any purpose other than approved County, State and Federal signs shall be placed upon any County street or highway right-of-way. At no time shall any sign be mounted or affixed to any utility pole or structure other than as may be required by the utility owner or law.
- m. In Boise County, a multiple use district, buffering impacts of signage will still be a Conditional Use Permit process.
- n. If placed inside a window, flashing signs must be not less than three hundred (300) feet from any residential area. Distance shall refer to the lineal measurement in any direction with relation to the street that the sign faces.
- o. At no time shall a sign or portions of it be allowed to project above the roof line of the building on which the sign is mounted.
- p. Off-premise or Outdoor Advertising signs are prohibited in the unincorporated areas of Boise County.
- q. An application for any sign or advertising display or structure for which no specific regulation appears in this Ordinance shall receive appropriate Planning and Zoning Department staff review as outlined in this chapter.
- r. Signs may be illuminated by shielded or directed light sources.
- s. Any signs placed along State Highway 55, 52, or 21 must meet the standards of the Department of Transportation and Boise County.

## **SECTION 9-5 LAND USE STANDARD FOR SIGNAGE**

AGRICULTURAL USE: One two-way or two one-way identification signs each not to exceed thirty-two square feet per face.

RESIDENTIAL SUBDIVISION ENTRY(S): One (1) identification sign at two entries not to exceed thirty-two (32) square feet per face.

COMMERCIAL BUSINESSES: One two-way or two one-way identification signs each not to exceed thirty-two square feet per face.

RECREATION OR FORESTRY USE: One (1) identification sign, not to exceed thirty-two (32) square feet per face.

RESIDENTIAL USE: One (1) identification sign, not to exceed six (6) square feet per face, and shall be exempt from permit requirement.

## **SECTION 9-6 EXISTING NONCONFORMING SIGNS**

For any sign existing in the county on the effective date of this Ordinance, an application and a fee for a sign permit must be submitted to the Planning and Zoning Administrator.

If the sign is conforming or standards waived, a permit shall be issued.

If the sign is nonconforming, a nonconforming sign permit shall be issued. This permit shall allow the sign, which was made nonconforming by the adoption of this Ordinance, to remain in place and be maintained for a period ending October 1, 2002. Maintenance shall not include a change in the information on the face of an existing nonconforming sign or a repair that is an expense of more than 25 percent of the original value of the sign. This allows an amortization period for existing signs.

## **SECTION 9-7 ENFORCEMENT**

The Planning and Zoning Administrator hereby is authorized and furthermore directed to enforce the provisions of this Ordinance. The procedure for handling a violation of this Ordinance will be the same as any Planning and Zoning violation.

A sign shall be removed by the owner or lessee of the premises upon which the sign is located when the business it identifies is no longer conducted on the premise. The owner shall be notified by mail to remove the sign within thirty (30) days.

## **SECTION 9-8 FEES**

Sign Permit Fee \$100.00

Fees are to be set by resolution by the Boise County Board of Commissioners.

RESOLUTION # 2008-25

A RESOLUTION ESTABLISHING  
A SCHEDULE OF FEES FOR APPLICANTS IN ACCORDANCE WITH  
BOISE COUNTY'S CURRENT SUBDIVISION ORDINANCE, ZONING AND  
DEVELOPMENT, BUILDING PERMIT, ADDRESSING, FLOOD DAMAGE PREVENTION  
ROAD STANDARDS, AND ADDRESSING ORDINANCE