



Unified Government Clerk's Office

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NOTICE OF BUSINESS DEVELOPMENT TASK FORCE MEETING

A meeting of the Business Development Task Force of the Unified Government of Wyandotte County/Kansas City, Kansas, will be conducted in person only on Monday, September 22, 2025, at 3:00 pm. in the Fifth-floor conference room of the Municipal Office Building, 701 N. 7th Street, Kansas City, Kansas 66101.

We invite you to view the meeting in person in the 5th-floor conference room, Suite 515, 701 N. 7th Street, Kansas City, Kansas,

Business Development Taskforce
September 22, 2025
3:00 pm- 4:00 pm
City Hall
5th Floor Conference Room
701 N 7th Street
Kansas City, Kansas 66101

AGENDA

Commissioner Tom	Burroughs	Chair
Commissioner Chuck	Stites	Co-Chair

Nate	Brungardt
Edgar	G Galicia
Renee	Hadley
Lynn	Holcomb
Greg	Kindle
Gabe	Munoz
Richard	Napper
Mindy	Rocha
Jim	Schraeder
Dawn	Rattan

- 1. Call to Order/Roll Call of members**
- 2. Review and/or approval of August 25, 2025, Meeting Minutes**
- 3. Review Ordinance to Sign Code Changes**
- 4. Continued discussion of Home Occupations by Right Subsections D-F**
- 5. Public Comment**
- 6. Adjourn**

Mayor's Business Development Taskforce

Monday, August 25, 2025

City Hall

701 N 7th Street KCK

5th Floor Conference Room

Meeting Minutes

Introduction: Chair: Commissioner Burroughs opened the meeting at 3:04 pm **Members Present,** Commissioner Chuck Stites, Renee Hadley, Lynn Holcomb, Greg Kindle, Richard Napper, Mindy Rocha and Dawn Rattan **Members Excused:** Nate Brungardt, Edgar Galicia, Gabe Munoz, and Jim Schraeder. **UG staff and advisors present:** Alan Howze, Jim Neath, Wendy Green, Michael Sutton, Rodney Lucas, Kelsey Saunders and Michael Farley.

- **Commissioner Burroughs** called the meeting to order and roll call taken.
- **Commissioner Burroughs** reminded us that last time we left off with much discussion about vehicles in yards, vehicles being in yards, small, home businesses, and what we're seeing, in our neighborhoods. He believes that to be our starting point. We were talking about section D in m. We eliminated everything else behind food trucks. We were going to ask legal to put something together. If that's how we want to start, we can start there or we can just start from the beginning and view the ordinance, amending home occupancy. **Mr. Farley** asked if he could briefly review the sign code amendments that have been made, just to have a final check to make sure that this taskforce agrees to what the amendment reads. He reviewed the minutes and there are a couple points that he was 90% sure about the direction. He requested the opportunity to show the language, and it would be quick. It'll then be done and sent for publication next week. It will be on the October agenda, so changes should be heard by the Board of Commissioners at the October meeting, and we might possibly get the home occupation changes there as well.
- **Sign Ordinance Review: Michael Farley** presented that anything in red on the screen are changes we discussed. He put air filled or wavy arm men under attraction signs. Looking back at the minutes, it sounded like there was an agreement to make those legal in some regards compared to spotlights, which seemed by consensus from the taskforce that those would be prohibited. He sees confusion and would like to make sure we are on the same page. **Commissioner Burroughs** asked if we have that material with us. Was any of these printed out. **Mr. Farley** indicated no it was not; this did not make it into the email from last week. This is just a rehash, and we will send out a fully clean version with all the red markings removed for final review by the taskforce. He would like us to confirm the language before it goes before the Planning Commission, subject to amendments and before it is sent to the Board of Commissioners. **Ms. Rocha** asked for a copy of the red line to understand what had changed. **Mr. Farley** indicated he can send both. He just did not want to confuse anyone. There are a lot of changes, sometimes they're very small things, and he believes the red does help. The last line of page 14 here, we are going to include inflatable signs along with wavy arm man and those signs. Feather signs keep their original definition. There are two different definitions for inflatable sign. If you were blowing up the sign for example that said car shop, that was just a large balloon or something equivalent to this material. We realized that it was not addressed by the code at all, but it is an air-filled sign that was covered by prohibited definitions previously. He put another definition in because basically it's just a lightweight, portable sign, like a sandwich sign. If we feel like that's not the intention of the taskforce, we can certainly remove that. In b2 page 15 the Sections of fabric attached to a fan or motor or otherwise designed in a manner that allows air flow to move the fabric sections was added. This is basically with a legal definition of what a wavy arm man sign is. **Commissioner Burroughs** indicates he does not understand what is being presented. He can't read the screen and is

finding it difficult to follow. He would prefer to have a handout in front of him and without it, it is very difficult for him to ask questions and guide the committee. **Mr. Farley** agreed to come back to this at our next meeting. **Commissioner Burroughs** asked the group if they wanted to work through, to let him know. The taskforce agreed Mr. Farley will give it a quick review and bring it back for presentation.

- **Home Occupancy Draft Amendments-** **Mr. Farley** presented the draft for the home occupations and special use permits discussed at the last meeting. Unfortunately, he did not make this copy red lined. He felt it might be a little more difficult to present without it. This is the ordinance we'd be looking at right now for a home occupation, special use permits. He apologized and thought the amendments we talked about were italicized as they would be on an actual ordinance form. He is going to have a hard time pointing out where the changes are. **Mr. Lucas** asked, what about the handout of the slide that shows the definition of home occupancy regulations with red lines through it? Yes, that should match up well. **Mr. Farley** indicated this will be a review of the presentation that he gave at the last meeting. In this case, what we're looking at first is going to change one definition of home occupation, cutting out that last sentence. This essentially limits a home occupation to employment of immediate family members. As you recall, we talked about extending that to possibly one or two non-immediate family members, and that also raised some questions about parking. **Commissioner Burroughs** asked do we really need to change because the operative word is may and leaves a little gray area there. You could have somebody else besides family but that's just his interpretation. **Mr. Farley** mentioned that it is correct because this came directly from CitiesWork as a recommendation. He thinks maybe it was just cutting out the ambiguous language altogether because considering the other changes they were recommending. It was more clarification rather than changing the substance of this. **Commissioner Burroughs** asked so we are saying strike the last sentence. **Mr. Farley** responded yes as that was CitiesWork's recommendation to strike that ambiguity and proposed changes to the code. It will be clear that not only can you hire immediate family members, but you can also hire nonfamily members up to a certain limit. **Commissioner Burroughs** asked what in CitiesWork is in this section? Because if it is all CitiesWork definition, we can avoid having the discussion today and we will pass out the CitiesWork information and be light years ahead of what we need to do. If this is CitiesWork recommendation, we've already spent a tremendous amount of time and energy on the CitiesWork getting the requirements that they want. He and Commission Stites have listened to them a couple of times and had conversations with them. If they're coming forward with recommendations, and that's what we're doing, I guess it would be up to the committee. Do we just want to adopt CitiesWork, work or do we want to parse through everything that they're recommending? **Mr. Howze** indicated in their general report, they speak to home occupation and engaged more directly with the legal department on specific language and went through the ordinance. With the taskforce's recommended changes, it aligns our ordinance to basically what was outlined in the report, which is high level, basically easier to do home occupations, and less restrictive. This was next level detail, which wasn't in the report provided to legal through communications directly with CitiesWorks. **Mr. Farley** has seen the CitiesWork report but does not remember exactly what was in there, but at some point, there was ordinance and specific changes that were provided to him to put into this presentation, and his understanding is that they all came from CitiesWork. He thinks there might have been a couple of tweaks based on the Planning Departments previous experience on certain occupations that need a special use permit, but he would say the foundation of the amendments here are based on CitiesWork recommendations that apply specifically to our ordinance. The intention at this point would be to see if the taskforce agrees with those changes or to make other amendments based on the input of the Taskforce. **Commissioner Burroughs** agreed to follow with the slides and hear the comments made thus far. Mr. Farley mentioned these are the characteristics of a home occupation. He is sharing ahead of time, just in totality, but because there's so much text on the screen, he did break it down into the six separate sections.
- Currently, our code defines home occupation as a customary home occupations that are subject to the issuance of a permit by the planning department and subject to the following conditions, and CitiesWork

suggestions was to go through each of these and eliminate some language that was deemed too restrictive and to add additional language that would be deemed to be more permissive for certain home occupations that were really going to have much of an externality. Some language that CitiesWork provided was to remove restrictions, such as length, you can't have advertising outside of the house, can't have an address, but it can only include a phone number, while other amendments added in here are meant to increase the ability for someone to have small home occupation in when it's determined that they're not going to have a negative externality on the property, something that's not too noticeable. **Mr. Kindle** asked if this includes home day care as well. This ordinance and the reason he asked is if I am a parent and trying to find a home-based childcare he would want something, to be recognized as a business, not just a random house. If he was told this is something we were thinking about, even just a few out there off and on maybe more on the side road and assist him in finding them regulated signage at least. Home base businesses do drive a lot of revenue, he understands we don't really want to pass a house but does need some discussion. Childcare is such a huge need in the county and I just want to make sure that we're not shooting ourselves in the foot. **Commissioner Burroughs** indicates Mr. Kindle is bringing up something brought up last meeting though we didn't talk about childcare, but we talked about home-based businesses whether it be a salon, photography, to have some kind of signage in the yard. He doesn't know how having an address sign is much different than an advertising shall not include. If it's the Smith's house with the address, is that an advertisement? Some of this stuff is very black and white. It's also about enforcement. If we're not going to be able to enforce them, why have it? That's the issue. Like this one right here, shall not include any address, but only a telephone number. I don't know why we would exclude that. If it's a babysitter and it's a daycare, and can't put their address, you're going to stop the car and get out and walk up to the door. This is some of the stuff that we need to work on. That's why I was wondering, where did this come from? Striking this advertising? **Mr. Farley** indicates it is from CitiesWork. **Commissioner Burroughs** asked, do you know if daycare is separate itself. **Mr. Farley** mentioned the code on daycare is split depending on how many children there are at the house. If it's six or more, it is required to get a special use permit and that is regardless of the zoning district it's in. It could be typically you find someone's house in your R1 zoning, but if you had a commercial space, you could still be required to get that special use permit. If there were six or more. If it is under that number, the code appears silent on what you would do there. Presumably, it has been considered a home occupation, and if it's not included right now in what we're discussing, it could be. This taskforce could specifically incorporate five and under for the number of kids, those types of daycares, into a home occupation, or expressing the school is a different type of business we're deal with childcare will be different than selling sweatshirts. **Mr. Howze** indicates in the CitiesWork report recommendation number 14 indicates expressly with child here, in one of the recommendations in that report was to allow by right childcare centers in all residential zones and removes the special use permit requirement for homebased childcare businesses. The CitiesWork report takes up daycare or childcare as a separate recommendation, and then this one is not as much for childcare as it is around other homebased businesses. There's a little bit of overlap here that we may be getting tripped up on between homebased businesses that are also daycares. **Mr. Kindle** asked if there was an opportunity to put them all together and fix this challenge. That way we don't look all over the place but put them all together. **Mr. Howze** mentioned If recommendation number 14 and number four had said by right childcare centers in residential zones and not special use permit required. Then that would take them out of the category of this homebased business profession we're talking about. **Mr. Kindle** indicated this might be something that will come up a lot. Childcare is one of those areas that struggle with understanding our processes in general, because we do it once. We had childcare discussions specifically about how hard it is to set up childcare in general and safe regulations in the R1 regulations and, it's a state fire marshal versus our fire safety regulations, it's a lot. What popped up on my radar is why aren't we making it the same for six kids or 10 or for 12 kids? You have a sign, or you don't have a sign, keep it consistent and plug it into bring these to a place easy to find. Or just say childcare is not included in this discussion. Exclusions are also the vein of our existence because somebody in permitting has got to follow up on all this stuff. Why not just make it easy and clean.

- **Commissioner Burroughs** shared he is not the chairman to discuss childcare. He lost a child in childcare, and he is opposed to unlicensed, absolutely opposed to unfettered. He thinks it should go through every licensing occupation, training and whatever. He feels he is probably not the chairman to chair that discussion. He will ask Commissioner Stites, and he will probably be gone for that meeting, just giving all heads up. He is very passionate about it, and he took it all the way to the state level. He believes if childcare is going to be included in small businesses, whatever stipulation we put on of business, they ought to comply, period. When you're talking about children, they should be cared for, not ignored.
- Ms. Rocha agreed indicating she was sorry for the Commissioner's loss. When we're talking about advertising, is that like someone has a notary in their house or sells honey or tomatoes, they can't have any signs either. **Commissioner Burroughs** indicates that's how he reads it, but who's going to enforce it? Share with him how it would be appealing to have a trailer with heavy equipment parked in your yard versus a sign that reads photography or notary. **Ms. Rocha** indicated while driving down 78th street, there's a house and it's like a realtor sign and reads notary and phone number. It's not some flashy thing but again we are not going to enforce it. We also don't want a big flashy sign in our neighborhood. It is a double-edged sword.
- **Mr. Howze** indicates in the original CitiesWork report, they talk about this, on the homebased businesses. Homebased business signs should not be subject to stricter regulations than those pertaining to non-commercial signs permitted to be on property, such as campaign and political signs. That is kind of getting at that balance of, if you have something that's equivalent to looking like a yard sign that's OK, but once you get into bigger signs, more prominent signs, then that's not okay. **Commissioner Burroughs** asked if we're going to allow signs, do we need to define how large they can be and up to what size? **Ms. Rocha** indicated that is what Mr. Howze was saying, not bigger than a campaign sign or realtor sign. She indicated signs with business and numbers like the example off of 78th street or whoever sells honey with a sign indicating only open Tuesdays from 2 to 4 or tomatoes that you have once a week just leave that sign out or take it in and out, open, close. **Commissioner Stites** indicates a campaign sign can be up to 32 square feet and we would not want a four by eight sheet of plywood advertising. When we're all thinking about the campaign sign, we're thinking of a yard sign. **Ms. Rocha** asked if we should specify that?
- **Ms. Rattan** mentioned another option is to make sure that neighbors within so many feet approve it, and so if the neighbors don't want a neon sign, it could also get it to neon and all that or flashing, maybe it's the neighbors that the neighbors are fine with it, then we should be fine with it. When she thinks about this, she thinks if she were a neighbor, do I want a big billboard next door to me, but she also does not want something with lights et cetera. There are some processes where you've got to make sure your neighbors are fine with it. Commissioner Burrough's mentioned there are options. We can also have a list of signs that are acceptable sizes, photography can be one size. Daycare can be a different size and give businesses options three or four different options for each occupation, and they have to pick one. If they're going to have that business in that regard, everybody's in compliance because they must pick a sign that we approve. That's another option. **Mr. Farley** indicates he would like to run by the taskforce that one of the proposed amendments, going back to the sign code we have been working on, was the change of the number of signs allowed in an R1 district from one to three. Since people are now allowed to have up to three signs and window signs on their property. If we were to say anything otherwise, the code wouldn't prohibit those to be used for home occupations, outside of any restrictions that we have. We were talking about flashing signs, they are already prohibited, including monument signs. If someone wanted a monument sign in their yard to advertise the business, they do that by getting a special use permit. It would still have to be less than 40 square feet, could not be lit up any way, it could not be digital because it is in a residential district. **Ms. Rocha** mentioned if we are contradicting ourselves with this statement? You mentioned it is listed in the sign codes, and then you have the one in the windows, and were saying no, here, it's advertising and more exterior. **Ms. Green** indicates what this is specifically saying in this section is if you want to have a home business and you don't have to get a special permit, you fall into these guidelines. If you do want to have this sign and you want to have a home business, you go get a special use permit, because this is saying if anyone of these things apply, you don't fall under this section.

You fall under this section where you must go get a special use permit. She does not think it's necessarily a contradiction at all.

- **Mr. Farley** indicated what he meant to do was to point out that the sign code already does address some of these questions about big flashing signs. That has already been addressed by a sign code because the sign code already limits the type of sign you could have, and then at this point suggest message, which would need to be more careful about. **Commissioner Burroughs** indicates getting back to the definition we would just strike the last sentence, and that's on the second page, of the handout, where it's red lined. We're going to support striking that. **Mr. Howze** indicates that 24X18 is the standard campaign size sign. If we wanted to say no bigger than that and specify inches or feet, we can. If we wanted to allow that sort of sign. **Commissioner Burroughs** indicates he would have to have staff there the night we bring this to the full commission, because without seeing the entire ordinance and with signs everything is going to be big to parcel. **Mr. Farley** indicates he can make a note if we need to come back to specific items in this to relate to home occupations at the next meeting as well, in conjunction with the signed code as well. He will review the sign code changes and then he can go through them with an eye towards what effects they already have on home occupation. Then from there, maybe they'll help give us a better idea of what additional restrictions the taskforce does or doesn't put on.
- **Mr. Howze** indicates as a reminder if we go back a slide, if someone checks a-f on here, they can do it by right. If they don't check one or all of them, they still have the option to run through a Special Use Permit process to seek a special use permit. This is really setting up the framework by right for homebase business. Currently, everything is special use permit process but what we are undertaking is there are a category of businesses that by checking these five boxes, can get the permit by right.
- **Commissioner Stites** asked is b different in 609 vs 340, and how? **Mr. Farley** indicates in 340 as you can see right now, the bottom sentence, his understanding was even though they used the word may, was intended to say, you can only have immediate family members employed to be considered by right in all occupations. Now, that would say there was no limit on immediate family members, and you could have up to two employees, and they do not have to be related to you. **Commissioner Stites** asked but if they are, how many employees can you have? **Mr. Farley** indicates if they do not live at a house, it would still be two. If they do live in the house, it is unlimited, because it's only members of the immediate family residing on the premise that has not been defined. **Commissioner Stites** indicates whether they're family members or not, it's two. **Mr. Farley** clarified It's two who would be coming from offsite locations. **Commissioner Stites** asked if I had five people that lived in my house, they could all be employed there. **Mr. Farley** indicated that is correct under the way it is written right now. As by right and not have to go through a special use permit process. **Commissioner Stites** indicates he doesn't know why we're trying to distinguish between the members of the family and those employees not members of the family. He doesn't really care if they're family members or not. If we just took the word family out, it's unlimiting if they reside at this location and it's two family if not, that is outside coming onto the property. It gets confusing. **Mr. Farley** clarified when speaking of b, you are talking about removing the word immediate family and keeping that reside. Only members residing on the property and up to two nonresident employees will be employed. **Commissioner Stites** mentioned the committee would have to weigh in and see what their thoughts are. That's just my thinking to kind of clean it up. **Ms. Rocha** indicated the only thing about the two nonresidents is the parking. **Commissioner Stites** indicates it will still just be two regardless. **Mr. Farley** mentions that is correct there will only be two off site employees, related or not. **Mr. Holcomb** asked if he is correct in thinking that the only way this would ever be enforce is because some neighbor complains. That's the only way it gets enforced.
- **Commissioner Burroughs** asked, do we have a definition of what immediate family is? **Mr. Farley** indicates the zoning code does define family. He does not believe they ever use the word immediate in the definition. He can pull that up and give it to us, but for the purpose of determining a single-family residence, there is a definition already in place that would apply. He can pull it and read it off right now if we'd like. **Commissioner Burroughs** agrees with Commissioner Stites and the word immediate. We can

strike both immediate family or only members residing on the premises, but if you strike immediate, then only members of the family doesn't matter if their second cousins, third cousin, divorcees that have stepchildren that are still living there, children, widower, I think the word immediate, is probably a word that if you don't have a definition as immediate family, then the immediate may be redundant. **Mr. Farley** asked if switching that out with the word person saying, only persons residing on the premises and up to two non-resident employees. The new language would read only persons residing on the premises and up to two non-resident employees will participate in the home occupation. **Commissioner Burroughs** indicates when you do it on 2609, underneath 27 340, I don't know why it's in here twice. I see that in the original, one in red. Okay, so we're all in agreement that B should only state only persons residing on the premises. Are we good to advancing that? **Mr. Holcomb** said, one final comment on this. Wouldn't it be simpler to say, we are only going to have three employees that are going to work out of a house, or two employees. He does not care whether they have seven family members or nine. Wouldn't it simplify the whole process if we just said you're only going to have a certain number of employees that are going to work out of a home-based business. **Commissioner Stites** responded that the only problem he would say to that here is for example Chuck Stites and his wife, and we've got four kids, and they're helping with the family business that we are running out of the house. He can't pay or employ more than two of them? **Mr. Holcomb** indicates anybody can interpret anything that we're talking about to their benefit themselves anyway. The number of people working out of a home can span to something beyond a number, a certain number of people, maybe it needs to be in a commercial storefront if you want to cut down traffic and improve the quality of our neighborhood.

- **Rodney Lucas** reminded the Taskforce to be aware of zoning- its an R1 district, you can have many family people in R1, but nonfamily is restricted to five. Five nonfamilies can occupy a home in an R1. Families in R1 can be unlimited, but nonfamily, you're restricted in every zone. **Commissioner Burroughs** asked counsel how that could be written up to address the concerns just raised. **Mr. Farley** states continuing to have some language about who is residing on the property is important because if we don't have that language, it could be assumed that anyone on the property plus two people coming off. He has experience trying to interpret the zoning code when people come and ask you about that. He thinks it's clearer. To express and say a person presiding on the property, maybe be employed, and then distinguish them from the two people coming from off site. **Commissioner Stites** states because then we would know that it can't exceed Mr. Lucas point, over five. R1 limits outside or non-family up to five. It sets the total organically. We don't have to hold it back to two. **Commissioner Burroughs** asked if we are going to strike b altogether? **Mr. Farley** does not think so, because if you strike b, then there would be no one able to come from off sight. He will rewrite and bring it back to us? We want it to reflect that anyone residing on the property could be an employee and then up two people, not residing on the property, can also be employees. **Commissioner Stites** states you're talking about seven people who can work out of the house. **Mr. Farley** indicates seven people who are unrelated to each other by blood, marriage, foster. **Ms. Rocha** indicates only if they provide off-street parking. **Mr. Farley** indicates under this amendment; it would have to provide off-stock parking for those people. **Commissioner Stites** ask even if you had a long enough driveway to accommodate everybody, you've got to provide off street parking? **Mr. Farley** indicates yes, the driveway is off street parking. If you are in the driveway that's not blocking the sidewalk, or in the street that is paved and it's paved to UG standards, basically concrete or, and if it's not gravel, essentially. **Commissioner Burroughs** announces legal will bring back this back next month.

- **Defining "home occupation": Sec. 27-340 ,amendments recommended by Cities**
Home occupation means an activity for gain customarily carried on in a dwelling or structure accessory to a dwelling, clearly incidental and secondary to the use of the dwelling for residential purposes. In general, a home occupation is an accessory use so located and conducted that the average neighbor under normal circumstances would not be aware of its existence. ~~Such activity may employ only members of the immediate family residing on the premises.~~

A. No exterior advertising or signs will be erected and no outside display or activity that depicts other than residential activity will be allowed. ~~Advertising shall not include any address, but only a telephone number.~~

B. Only members of the immediate family residing on the premises and up to two (2) non-resident employees will participate in the home occupation on the premises. Off-street parking must be provided for non-resident employees.

- **Subsection C:** Mr. Farley reports there were no suggested amendments from CitiesWork, so the current requirement as it reads: no machinery or equipment will be used that will interfere with radio or television reception on nearby property. If he recalls from last meeting, everyone agreed that that was a good thing to keep, even though it may not come up frequently. It is a good standard to have. If there was some sort of possible interference that would put them in special use permit territory, and it could be decided on a case-by-case basis by the Board of Commissioners, whether that's a legitimate issue. **Commissioner Burroughs** asked if this includes CB units, people building towers for their CB units. Part of that is part of the civil defense stuff out here. You have CB operators that are not only local and national, but at times in an emergency, they can be the only form of communication. **Mr. Farley** indicates this is only those who apply for a home business. We can also investigate that, because in his experience, no one has ever gone from home occupational permit to a special use of permit because of this standard. **Commissioner Burroughs** indicates it may not be worth it; we can wait until it arises.

C. No machinery or equipment will be used that will interfere with radio or television reception on nearby property.

- **Subsection D:** Michael Farley discussed the parking of equipment on the property. The language right now was exactly as CitiesWorks has suggested it. He has taken any reference to food trucks in the draft ordinance form out. Otherwise, based on the conversation from last meeting, it would be appropriate to just remove food trucks and the word other. Starting with the sentence commercial vehicles may be brought on to the premises for loading and unloading only. **Commissioner Burroughs** indicates Food Truck deletion was a major discussion at the last meeting. We are striking food trucks. **Mr. Farley** indicated that was correct, eliminating food trucks and the word other with the new sentence reading commercial vehicles may be brought to the premises for loading and unloading only. **Commissioner Stites** asked does that mean no overnight parking. Is that what we're saying? Because now this one is one that we're going to end up seeing a lot of and it means more enforceable type thing, right? Because people are bringing them home and I'm not picking on anybody just giving examples of 25 years on the Police Department. You have food trucks, you have box trucks, you've got tractor trailers. **Mr. Farley** indicated that is correct under the current code, none of those are allowed in the R1 district, because they are over 10,000 gross vehicle weight rating (GVWR). This would continue to do that, but it would give a little more leniency to this type of equipment being brought into the neighborhood during the day for whatever commercial purpose. **Commissioner Stites** ask then there's daylight stipulations put in it. **Mr. Farley** indicates that if we wanted to go ahead and put specific hours in we can. Is that what is being suggested. **Commissioner Stites** mentioned that you said during the day. There may be trucks that load up at night, not during the day. **Mr. Farley** states that it is a good point, overnight as added right now, might be a little vague. We certainly could put in specific hours. He does not disagree with that. The task force can decide what's appropriate. **Mr. Howze** mentioned this language doesn't say you can't bring your food truck in and load it up

overnight. It just as you can't store it overnight. **Mr. Farley** mentioned that it is correct store as opposed to load. **Mr. Howze** indicates it does speak to Commissioner Stites point, you can bring your truck in at ten o'clock at night and load it up with stuff as long as you're not parking it there overnight. At least that's how he reads it. **Mr. Farley** replies yes, he sees what Mr. Howze is saying. The wording as of right now is vague enough that that could be a possibility under the code and if we wanted to put in certain hours or daylight for example that can be considered. **Commissioner Stites** asked what are food trucks doing now? Because, they're not supposed to leave overnight, where they serve. Although I see them chained up and not moved for days on end. What are they supposed to do with that food truck? If they can't park it overnight? I'm not saying I'm advocating one way or another, but do they need to find some type of a commercial space to rent or own or to park their food truck? **Mr. Farley** responded that it is correct, right now they would either go to an offsite commercial parking lot, where they can keep it. Under the code, if you are on private property or the property owner allows you to keep it there, you might possibly be able to. He would have to check on that, but he knows that if you're using the public right of way as your place of business, then yes, obviously you can't leave that overnight and must go to a commercial space. Even if it's a private space and you get permission from the property owner, if it's zoned residential, you can't keep it there either. It will certainly have to be commercial. **Ms. Rocha** asks what happens to a driver that has to drive it home to respond to something in the night or one am or two am. They are on call 24 hours, or on Saturday, and they must drive that vehicle home. Like a tow truck. **Commissioner Stites** responded your job doesn't trump city ordinance in a residential area; you must tell your job that you cannot respond to the formidable location to pick up that vehicle. That is what he would say has to happen. It doesn't sound good, but that's what we're saying.

- **Commissioner Burroughs** states that as we come to the end of this meeting, we'll continue to push this forward next month. Whatever he carries forward to full commission for recommendations we must defend it. He would like to make sure that he is clear as to exactly what the committee must have done when we present this, and legal will be there to assist in that. He asked Mr. Farley are we finished with this one. We will finish here and take up Subsection E for the next meeting. We can finish up Subsection D, and then we'll adjourn.
- **Alan Howze** reports this is the baseline language whereby right, and then anything above that, if somebody wants to make the case that they want to be able to park their truck or their equipment or whatever, and then that pushes them into the special use permit process, and they can go get their case to their neighbors and to the commission. This is setting the baseline condition for the by right permit, so it's the least impactful. **Commissioner Stites** asked how the police department patrolling at 3:00 am in the morning know if a truck sitting in a what they would say is a restricted area has a SUP. How do they know that? They go through the motion, maybe write the citation and maybe you tow it without knowing somebody went through the special use permit process. **Mr. Kindle** asked If BPU have any trucks employees take home? He sees a lot of BPU trucks and is not sure if they park somewhere or take them home. **Ms. Green** asked, are you refencing the big equipment and the bucket trucks. Bucket Trucks do not go home; they go back to their location. A pickup truck would be taken home but nothing bigger than that. **Commissioner Stites** mentions that an F350, because you're saying 10,000 pounds, and F450 is more than that weight. I have an F350, and I can't park it overnight. **Mr. Farley** replied yes, you can because you're not operating out of your house. We can also change the language. This was written when trucks were lighter. There could be new language written here to either increase the weight rating. The idea that CitiesWorks had was that if it would look like it's a normal residence, whether it's inventory parking and normal or driving it recreationally, and for their own personal use. That was their idea. **Commissioner Stites** indicates we need to look at it in totality, making sure that we're not restricting, one versus the other, and making sure that we are working from the same codes.
- **Mr. Holcomb** reported, according to Google, an F 350, weighs 7700 pounds and a 450 weighs 8600 pounds. You can get to a good-sized truck with your 10,000 pounds. **Commissioner Stites** mentioned you must look at the GVWR of F 350 because it is over 10,000 pounds. What you are referring to is curb weight. **Commissioner Burroughs** stated at the last meeting, we were talking about equipment such as

Bobcats, and landscaping businesses. People were bringing trailers and parking them in their driveway and not putting them in a garage or not putting them in a covered environment where they couldn't be seen. It gets to the point where people park their trailers with their heavy equipment in driveways, and it looks like a business more than it looks like a neighborhood, and that's what got us into part of this discussion about food trucks. He is trying to ensure that if we can get D rewritten in a way that maybe we find some exceptions then when we start our next meeting, it will be on subsection E. Then we'll be almost through what we must do here. To rehash food trucks and other are stricken, right? **Mr. Farley** replied that it was correct. **Commissioner Burroughs** advised anything 10,000 pounds or heavier if you talk about raising the weight, many driveways won't support that, a lot of streets won't support that, especially in some of our older neighborhoods. We will continue to deteriorate our streets doing that. That's why we have those limits. **Mr. Neath** asked to go back to screen 7, he indicates D reads street parking must be provided for non-resident employees. I think that assumes that there's already parking spaces for residents. We have a lot of streets where there is inadequate parking and residents are already parking on the street. Is the intent of this section that we have off-street parking, covered parking for all employees or just for the two non-resident employees. **Mr. Farley** indicates a strict reading of this amendment would just mean off-street parking just for the non-resident employees. He thinks it should read all employees. **Mr. Neath** indicated the way this is mentioned, you only have to provide parking for the two non-resident employees. It doesn't address the residents' employees. **Commissioner Burroughs** states he is trying to think through this himself. If we have five residents here, and only three of them work there, they are still allowed to have the five. **Mr. Farley** indicates the parking is not an issue with those five because they are probably parking somewhere around the neighborhood to find a place to park. Off street parking for two to increase that is what the concern of the committee was. Commissioner Burroughs understands, but he doesn't know that we can address that specifically, nor what Mr. Lucas brought up, the ordinance indicating residents is in the code. Do we have to have the parking for five residents? **Mr. Farley** replied that parking is based on the zoning districts. The standard R1 just requires two parking spaces. **Commissioner Burroughs** asked then in a four-bedroom home, should you have four parking spaces? **Mr. Farley** replied no, just two. That is based on bedrooms, but if it's a single family or duplex zoning, it is based on the unit itself regardless of the number of bedrooms? It is based on the dwelling unit. A four-bedroom house equals one dwelling unit and only needs two parking spaces. **Ms. Rocha** asked, what about houses by KU that they only have on street parking? **Mr. Farley** responded that those are non-conforming lots that were built before the current zoning code. **Commissioner Burroughs** asked if they're non-conforming, are we adding to the concerns that Mr. Neath brought forward in reference to adding two more parking spaces to already non-conforming residence, because if there is five people living in a residence. Its five, is that conforming or non-conforming? By ordinance it's conforming. if you tell me they're only supposed to add two parking spots is all they're required to have, and they've got five, and I tell you right now, my neighbors got six. We have five. **Mr. Farley** responded with that's allowed. The parking requirements are just minimum amounts. You cannot have your car park on your front lawn but if you have a big enough property and a big enough driveway there is no limit of the code on the number of parking spaces you could have at that house.

- **Mindy Rocha** asked if we have a quorum. Ms. Hadley must leave and wondered if we needed to approve meeting minutes before we lost our quorum. **Commissioner Burroughs** responded we won't be approving any minutes. These are just capturing our work, and we won't vote on any of these until we have recommendations completely acceptable by the entire committee.
- **Commissioner Burroughs** suggested that legal look at how we succinctly know if the number five by ordinance and the minimum is two for parking. We're talking about a small business. We know that we're going to have hypothetically five parking spaces needed, plus two more, for the employees that could come up. That is seven parking places per residence. The five that are allowed by ordinance to live there, are non-related. Is that still fall within the two minimum, even though they're not related? He asked if someone is renting a room, and you've got, you know, you've got two vehicles of your own, the spouse, and the owner. Here's two, and if they're renting a room, that's three. If they rent the entire upstairs and

upstairs there is a third bedroom, share bath, there's five vehicles that could be there. They would have to provide parking for four. Are rentals not seen as a business. He is not trying to be difficult here. He just wants to ensure that we're covering all aspects of the discussion that Mr. Neath has brought up. **Mr. Farley** replied, there are several factors to consider on different family living arrangements. I think that the scenario you just described would technically be considered a triplex. If a homeowner's living in one unit, someone else renting another room, a third-party renting upstairs. There's a long history for why this definition of family exists, and there's a whole Supreme Court case about why we have unrelated family elements. Basically, if you have people like that, that could all five buy a house together. There could be scenarios where rent is not included. There are many scenarios where rent is not involved, but the people themselves are legally convoked. In that scenario, that's when only two parking spaces are required for them just to live in the house. If there are rental spaces, which is probably much more likely, then it would be a triplex, and it's either nonconforming legal status or it would have to be formed into R3 and that would be at least one parking space per bedroom. In this case, per unit, at least three parking spaces are required, if not more. **Commissioner Burroughs** indicates he is trying to get a little more realistic. He does not think people are going to go through a rezoning to rent a room, and find themselves with an SUP, He thinks what they're going to do is I've got a room for rent and I'm going to rent that room, and we've really gotten off track here. **Mr. Farley** indicates they also would need to get a rental license or if it's a short-term rental, they need to provide a parking. They must get a special use permit or at least administrative approval of that and parking. There are other mechanisms to make sure that the people that are living there permanently or semi permanently have enough parking available, so all we would be looking at is, what is the effect of two employees coming off site?

- **Commissioner Burroughs** mentioned one more scenario, what about the employees that show up to go to work and they jump in another vehicle, and they leave in that work vehicle. They show up and grab the equipment and they jump into another vehicle, and they all leave. Would that need an SUP? **Ms. Rattan** replied she would think yes, because if they're keeping equipment there, they are already violating one of the other provisions that says you're storing equipment there. So, for that, you would need an SUP anyway. **Mr. Farley** states the person that probably would be most knowledgeable about that would be our zoning enforcement officer, Jason Faust because he knows that that is something that he has dealt with a lot and he is a little removed from how that all goes by some nuance. There was some nuance discussions in the department in the past of how that location is treated you know, whether or not the business is licensed there or that might be a little different where you are using them as commercial party essentially, He thinks that this might be a good opportunity to address scenarios like that while we're already rewriting the code and figuring out if we want to treat houses that are essential to daytime parking. **Commissioner Burroughs** asked if he could talk to zoning and see what they recommend to us and give us a little history of why it is the way it is.
- **Commissioner Burroughs** indicates he wanted us to get back to confirm Subsection D. He is going to give it five more minutes, and if we can't get a resolve, we'll bring it up again next meeting. Let's go on to D quickly. This is the heavy equipment. **Ms. Rocha** asked, is this only for home businesses? **Mr. Farley** responded that it is correct. **Ms. Rocha** asked If you drive your vehicle home, it will be an issue because it's not a home business. **Mr. Farley's** hesitation comes from what we know. There are prohibitions against parking heavy equipment on residential streets. He does not know where that comes from in the code. If it is directly linked to provisions like this, or if there are other zoning provisions. He would have to look and see where that comes from, but he knows in the past detached semis have been parked on the street and have been cited on residential streets, for doing so. He would have to identify where the code comes from. And if it does only come from a here, then yes. He thinks that we'd have to consider that in a different manner. If it comes from somewhere else, he will say no, that prohibition is still worth that regulation is still his place, regardless of what we do.

- **D. No heavy equipment, or trucks of greater than 10,000 pounds GVWR or other objects that are not typically residential in**

character will be stored overnight on the premises. Food trucks and other commercial vehicles may be brought to the premises for loading and unloading only.

- **Ms. Rocha** requested we get that information and talk about this next time. **Commissioner Burroughs** states we will table D. **Mr. Farley** requested clarification about D. What he is hearing is that aside from determining where the heavy equipment prohibition comes from and other scenarios. It looks like we're looking into possibly increasing the gross vehicle weight rating, possibly up to 14,400 or at least looking into that. **Commissioner Burroughs** responded he did not hear that, but he hates to see more weight coming into our residential streets. He requests discussing with an engineer and seeing what most of our streets can handle. **Mr. Farley** agreed to speak with public works. **Commissioner Burroughs** indicates 10,000 pounds is a lot of weight, and there's a reason why that weight is there. **Mr. Farley** responded that he was going off Commissioner Stites' comment. The second thing was to talk about the ambiguity of overnight and what that means, so legal has direction to bring forward hours, like say 6 am. to 9pm, or something like set hours. That would help when the scenarios come before planning that they have definitive hours in which to work instead of having to make the call themselves.
- **Commissioner Burroughs** agrees to think about definitive hours, but small businesses operate 24/7. We should let that issue come forward in and of itself. If you want to set a certain time frame, feel free to do so, we'll have that discussion as a committee. It gives you enough to hammer out D for next time. He thanked all for their patience.

Meeting Adjourned at 4:18 pm. **Next meeting is September 8, 2025, at 3:00-4:00 pm.**

Home Occupation Regulations

Recommended Amendments
August 11, 2025



Defining "home occupation": Sec. 27-340

Home occupation means an activity for gain customarily carried on in a dwelling or structure accessory to a dwelling, clearly incidental and secondary to the use of the dwelling for residential purposes. In general, a home occupation is an accessory use so located and conducted that the average neighbor under normal circumstances would not be aware of its existence. Such activity may employ only members of the immediate family residing on the premises.

Defining "home occupation": Sec. 27-340

(amendments recommended by Cities Work)

Home occupation means an activity for gain customarily carried on in a dwelling or structure accessory to a dwelling, clearly incidental and secondary to the use of the dwelling for residential purposes. In general, a home occupation is an accessory use so located and conducted that the average neighbor under normal circumstances would not be aware of its existence. ~~Such activity may employ only members of the immediate family residing on the premises.~~

Section 27-609: "In the single-family (R-1; R-1(B)) and two-family (R-2; R-2(B)) districts, accessory uses are as follows:

(1) *Home occupations.* Customary home occupations may be allowed subject to the issuance of a home occupation permit by the planning division. The following conditions and restrictions shall apply to such customary home occupations:

- a. No exterior advertising or signs will be erected and no outside display or activity that depicts other than residential activity will be allowed. Advertising shall not include any address, but only a telephone number.**
- b. Only members of the immediate family residing on the premises will participate in the home occupation on the premises.**
- c. No machinery or equipment will be used that will interfere with radio or television reception on nearby property.**
- d. No heavy equipment, trucks of greater than 10,000 pounds GVWR or other objects that are not typically residential in character will be stored on the premises.**
- e. No sales of merchandise will be conducted on the premises, and no service will be rendered that will require customer presence except on an irregular and incidental basis, but babysitting is excluded from the standard.**
- f. No inventory or storage, other than samples, is maintained on the premises. Home occupations that do not meet the criteria of this subsection shall be permitted only by special use permit but must meet accessory use requirements regarding storage of equipment, material, or vehicles."**

Section 27-609: "In the single-family (R-1; R-1(B)) and two-family (R-2; R-2(B)) districts, accessory uses are as follows:

(1) *Home occupations.* Customary home occupations may be allowed subject to the issuance of a home occupation permit by the planning division department. The following conditions and restrictions shall apply to such customary home occupations:

Home occupations that do not meet the criteria of this subsection shall be permitted only by special use permit but must meet accessory use requirements regarding storage of equipment, material, or vehicles.

a. No exterior advertising or signs will be erected and no outside display or activity that depicts other than residential activity will be allowed. ~~Advertising shall not include any address, but only a telephone number.~~

b. Only members of the immediate family residing on the premises and up to two (2) non-resident employees will participate in the home occupation on the premises. ~~Off-street parking must be provided for non-resident employees.~~

c. No machinery or equipment will be used that will interfere with radio or television reception on nearby property.

d. No heavy equipment, or trucks of greater than 10,000 pounds GVWR ~~or other objects that are not typically residential in character~~ will be stored overnight on the premises. ~~Food trucks and other commercial vehicles may be brought to the premises for loading and unloading only.~~

e. ~~No sales of merchandise will be conducted on the premises, and no service will be rendered that will require customer presence except on an irregular and incidental basis, but babysitting is excluded from the standard. Customers or clients may be present on the premises by appointment only and utilize off-street parking if feasible. If off-street parking is not available, no more than two (2) customers or clients may be on the premises at one time.~~

f. No inventory, or storage, or commercial activity may be visible, heard, or otherwise detectable from the street. ~~other than samples, is maintained on the premises. Home occupations that do not meet the criteria of this subsection shall be permitted only by special use permit but must meet accessory use requirements regarding storage of equipment, material, or vehicles.~~"

A. No exterior advertising or signs will be erected and no outside display or activity that depicts other than residential activity will be allowed. ~~Advertising shall not include any address, but only a telephone number.~~

B. Only members of the immediate family residing on the premises and up to two (2) non-resident employees will participate in the home occupation on the premises. Off-street parking must be provided for non-resident employees.

C. No machinery or equipment will be used that will interfere with radio or television reception on nearby property.

D. No heavy equipment, or trucks of greater than 10,000 pounds GVWR ~~or other objects that are not typically residential in character~~ will be stored overnight on the premises. Food trucks and other commercial vehicles may be brought to the premises for loading and unloading only.

E. ~~No sales of merchandise will be conducted on the premises, and no service will be rendered that will require customer presence except on an irregular and incidental basis, but babysitting is excluded from the standard.~~ Customers or clients may be present on the premises by appointment only and utilize off-street parking if feasible. If off-street parking is not available, no more than two (2) customers or clients may be on the premises at one time.

F. No inventory, or storage, or commercial activity may be visible, heard, or otherwise detectible from the street. ~~other than samples, is maintained on the premises. Home occupations that do not meet the criteria of this subsection shall be permitted only by special use permit but must meet accessory use requirements regarding storage of equipment, material, or vehicles.~~

Special Use Permits by the Numbers

Special Use Permits -
For the last 5 years - 612

- 2024 – 51
- 2023 – 123
- 2022 – 123
- 2021 - 90
- 2020 - 98
- 2019 – 126

Breakdown of # of SUPs in categories
(i.e., the reason an SUP is needed)

- Live entertainment - 38
- STR – 178)
- Drinking establishment - 23
- Home Occupations (hair salon, day care, etc.) - 35
- Keeping animals - 28
- Grading - 25
- Event space - 19
- Temporary Use of Land – 66
- Kennel – 10
- Auto related – 85
- Liquor store – 17
- Group Home – 23
- Accessory use – 9
- Day care – 10
- Hazardous waste - 5

Next Steps

- Return to the next Business Development Task Force meeting to provide updated language reflecting changes made in-session during the August 1th meeting
- Submit changes to the Wyandotte Echo by September 12th
- Changes would go to Planning Commission on October 13th, BOC on October 30th

Questions?



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ORDINANCE NO. _____

AN ORDINANCE amending the Unified Government Sign Code to allow for expanded use of signage for commercial purposes, amending **Section 27-212** of Chapter 27, Article VI, and amending **Sections 27-722, -723, 726, -728, -729, and -731** to Chapter 27, Article VIII, Division 11 of the 2008 Code of Ordinances and Resolutions of the Unified Government of Wyandotte County/Kansas City, Kansas.

WHEREAS, the expansion of the Sign Code provides business owners with an increased ability to provide signage that best fits the context of the business's use and physical space;

WHEREAS, all other provisions of Chapter 27, Article VIII shall remain in effect; therefore,

**BE IT ORDAINED BY THE GOVERNING BODY OF THE UNIFIED GOVERNMENT
OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS:**

Section 1. Chapter 27 - Planning and Development, Article VI. - Administration and Review Procedures, of the 2008 Code of Ordinances and Resolutions of the Unified Government of Wyandotte County/Kansas City, Kansas, are hereby amended to read as follows:

Sec. 27-212. - Development plan.

- (a) Purpose. A development plan may be required as part of another application or approval process to ensure that the proposed development conforms to these regulations and incorporates a compatible arrangement of buildings, parking, lighting, signage, landscaping, circulation, drainage, and open spaces.
- (b) Applicant. Where no rezoning is required, a development plan is submitted by the applicant to the director. Where other applications or permits are sought, a development plan is submitted in conjunction with those development application processes.
- (c) Applicability.
 - (1) A development plan shall be required for all new nonresidential or multifamily construction, exterior additions/changes that expand the building footprint or envelope for nonresidential or multifamily construction, or changes in use to any structure used for multifamily, commercial, industrial, or public use.
 - (2) A development plan is submitted in two phases: preliminary plan and final plan. A preliminary development plan may be used as a preliminary plat where all of the

information required of preliminary plat has been included on the preliminary development plan.

- (d) Submission requirements for a preliminary development plan. The size, scale and number of copies (paper and digital) submitted shall be established by the department of urban planning and land use. The department of urban planning and land use shall establish a list of preliminary development plan requirements, which shall include at least the following:
- (1) Name, address, phone number, cell phone number, and e-mail address of record of landowner and architect, engineer, surveyor, planner, and/or contractor, and an affidavit from the property owner acknowledging and approving of the application;
 - (2) Date, north arrow, scale, existing zoning classification and proposed classification;
 - (3) Vicinity map at a scale of not less than 1 inch = 2,000 feet;
 - (4) Location and size by survey of existing and proposed rights-of-way, easements, and infrastructure-sewer, water mains, gas mains, culverts, or other underground installations, with pipe size, grade, and location shown;
 - (5) Size, use and location of existing and proposed structures and drives on the subject property, and existing zoning, structures, and drives within 200 feet of the property;
 - (6) A legal description of the property, showing the location and type of boundary evidenced and including a statement of the total area of the property;
 - (7) Existing topography with a maximum contour interval of two feet, except where existing ground is on a slope of less than two percent, then either one-foot contours or spot elevations shall be provided;
 - (8) Location of floodplain areas subject to flooding, centerlines of drainage courses, and finished floor elevations of proposed buildings;
 - (9) The height, number of floors, proposed square footage of buildings, both above and below or partially below the finished grade;
 - (10) The yard dimensions from the development boundaries and adjacent streets and alleys;
 - (11) The traffic and pedestrian circulations system, including the location and width of all streets, driveways, entrances to parking areas and parking structures, walkways and bicycle paths;
 - (12) Off-street parking and loading areas, including dimensions or proposed drives and parking spaces, and structures and landscaping for parking areas;
 - (13) Green belt and other active recreation space areas, together with proposed private recreation areas, specifying the proposed improvement of all such areas, and delineating those areas proposed for specific types of recreation facilities;
 - (14) When the development is to be constructed in stages or units, a final sequence of development schedule showing the order of construction of such stages or units and approximate completion date for the construction of each stage or unit. In any case, subsequent phases shall be initiated within 24 months of the issuance of a certificate of occupancy on the entire preceding phase;
 - (15) Preliminary architectural elevations of proposed structures and an initial list of proposed building materials, a material palette (actual exterior material and color samples), and for nonresidential projects written design guidelines;

- (16) A master sign plan, detailing all proposed signage for the site, *unless provided as part of the final development under subsection (g)(7) herein*;
- (17) A conceptual landscape and screening plan that includes basic sizes and quantities;
- (18) Preliminary drainage and erosion control information sufficient to meet unified government requirements;
- (19) A chart describing the following, as applicable:
 - a. Total number of dwelling units;
 - b. Residential density and units per acre;
 - c. Total floor area (in square feet) and floor area ratio for each structure;
 - d. Total area in open space;
 - e. Total number of off-street parking spaces required and number provided.
- (e) Application and review procedures.
 - (1) Determination of completeness. Applications shall be submitted to the director for a determination of completeness pursuant to section 27-198.
 - (2) Neighborhood meeting.
 - (3) Notice.
- (f) Preliminary development plan review; no additional applications.
 - (1) Director review. If the preliminary development plan is submitted as a single application in a conventional (nonplanned) district, the director or his designee shall review the application. If the director determines that the application meets the terms of these regulations, he shall approve the application through the development review committee.
 - (2) Additional applications. If the preliminary development plan is submitted in conjunction with any supplemental or additional applications (e.g., rezoning) or as a requirement of a planned district, the preliminary development plan shall be reviewed by the planning commission.
 - (3) Appeal. Determinations made by the director or his designee may be appealed to the planning commission.
- (g) Submission requirements for a final development plan. The final development plan shall include the following information, with separate sheets for each of the following categories:
 - (1) A site plan showing the following:
 - a. Dimensions of all elements;
 - b. Outline of buildings;
 - c. All drives, streets and parking spaces;
 - d. Curb and pavement details; and
 - e. Location and width of sidewalks.
 - (2) A grading plan showing the following:
 - a. Natural contours and finish contours; and
 - b. Floor grades.
 - (3) A landscape plan showing the following:
 - a. Turf areas with approximate dimensions;
 - b. Shrubs, ornamental trees and shade trees;
 - c. Botanical names, sizes when planted, quantities;
 - d. Trash bin enclosures;

- e. Details of screening;
 - f. Lighting and sign locations, elevations, dimensions and descriptions; and
 - g. Irrigation, with a note specifying that final irrigation plans may be submitted by the contractor at the time of installation.
- (4) Architectural plans showing the following:
- a. Floor plans with gross square footage and total number of floors;
 - b. All four elevations with dimensions;
 - c. Location of mechanical equipment, screening details if on roof, building materials, and if pertinent, colors, signs and other details;
 - d. Trash enclosures and grease traps; and
 - e. Other information as deemed appropriate by the director of planning.
- (5) Final engineering plans:
- a. Sanitary sewer;
 - b. Streets;
 - c. Stormwater control; and
 - d. Any necessary revisions to a previously submitted traffic study.
- (6) Final utility plans:
- a. Water;
 - b. Electric;
 - c. Phone;
 - d. CATV; and
 - e. Gas.
- (7) A master sign plan, if not provided as part of the preliminary development plan under subsection (d)(16) herein.*
- (h) Final development plan review; no additional applications.
- (1) Director review. If the final development plan is submitted as a single application in a conventional (nonplanned) district, the director or his designee shall review the application. If the director determines that the application meets the terms of these regulations and conforms to the approved preliminary development plan, the director or his designee shall approve the application.
- (2) Additional applications. If the final development plan is submitted in conjunction with any supplemental or additional applications (e.g., rezoning) or as a requirement of a planned district, the final development plan shall be reviewed by the planning commission.
- (3) Appeal. Determinations made by the director or his designee may be appealed to the planning commission.

Section 2. Chapter 27 - Planning and Development, Article VIII. - Zoning, Division 11. - Signs, of the 2008 Code of Ordinances and Resolutions of the Unified Government of Wyandotte County/Kansas City, Kansas, are hereby amended to read as follows:

Sec. 27-722. - Prohibited signs.

The following types of signs are prohibited, except where specifically permitted by this division:

- (a) Any sign that is not included under the sign types permitted in this division.
- (b) Any attention-getting device such as a wind or banner sign (except as permitted in subsections 27-729(c) *and (d)*), ~~portable sign, pennant, or~~ search light, ~~twirling sign, or balloon or other gas or air filled object.~~
- (c) Pole signs, except for legally nonconforming pole signs, as follows:
 - (1) The sign shall be maintained as provided in section 27-725; and
 - (2) Legally nonconforming pole signs may expand up to the maximum area allowed for detached (monument) signs; and
 - (3) The sign owner may reface or install a pole cover on a legally nonconforming pole sign. If the pole sign is refaced and the poles are not already covered, the sign owner shall install a pole cover over any existing pole.
- (d) Any sign mounted on a platform, trailer, or motor vehicle, whether operable or inoperable, that is placed on or near the premises of the business being advertised unless the sign is hidden from public view as provided in subsection 27-721(b)(1). This prohibition does not apply to trucks or other legitimate carriers and delivery vehicles that are parked on the premises in the course of their normal operations.
- (e) Any sign located in a public or private right-of-way, railroad right-of-way, or public and private utility easement, except those signs required by governmental authority. This subsection does not apply to:
 - (1) A portable sign of no greater than 32 square feet in surface area is permitted during the 45 days prior to, and the two days following any public election, or
 - (2) Awning/canopy/marquee signs, to the extent provided by subsection 27-728(b)(4),
 - (3) Projecting signs, to the extent provided by subsection 27-728(b)(6), and
 - (4) Sandwich/A-frame signs, to the extent provided by subsection 27-728(c)(4).
- (f) Any sign which, by reason of its size, location, movement, content, coloring, or manner of illumination:
 - (1) May be confused with or construed as a traffic control sign, signal or device, or the light of an emergency vehicle, or
 - (2) Hides from view any traffic or street sign, signal or device.
- (g) Any sign placed within a regulatory sight triangle, 25 feet of the edge of pavement, or any clear zone as defined by the American Association of State Highway and Transportation Officials.
- (h) Off-premises signs, except where specifically allowed in section 27-734.

Section 3. Chapter 27 - Planning and Development, Article VIII. - Zoning, Division 11. - Signs, of the 2008 Code of Ordinances and Resolutions of the Unified Government of Wyandotte County/Kansas City, Kansas, are hereby amended to read as follows:

Sec. 27-723. - Sign permits, inspections and bonds.

- (i) Applicability
 - (1) Generally.
 - a. No sign (including the structure or sign surface) shall be erected, installed, altered, relocated, rebuilt, or refaced until the unified government issues a sign permit.

- b. Only those signs permitted in this division shall be granted a sign permit.
- c. Permits shall be issued only to licensed and bonded sign hangers for all signs except wall signs and monument signs. Any owner or authorized person may be issued a permit for wall signs and monument signs.

(2) Exemptions.

a. Maintenance.

- 1. No sign permit is required for maintenance.
- 2. Maintenance includes all care and minor repair needed to maintain a safe, attractive and finished structure, frame pole, brackets or surface and which does not enlarge or materially alter any face or display portion of the sign. Replacing a damaged or structurally unsound frame pole with another frame pole of the same size and height is considered maintenance.
- 3. This Section does not prevent the maintenance, repainting, or posting of a legally established nonconforming billboard.
- 4. With respect to on-premises signs, changing the copy on a sign without changing the sign dimensions is considered maintenance if the copy remains the same, if the graphic design is not substantially altered, and if the sign serves the same business establishment after the change as before.

b. Temporary signs in residential districts. A sign permit is not required for temporary signs in the A-G, R, R-1, R-1(B), R-2, R-2(B), R-3, R-4, R-5, R-6, or R-M districts if:

- 1. The principle use of the property is residential, and
- 2. The sign does not exceed 8 square feet in sign area or 4 feet in height.

c. Repainting/reposting. The sign surface of a billboard may be repainted or reposted without obtaining a new sign permit.

d. Murals. No sign permit is required for the creation of new murals kept in good condition, and not in a state of disrepair as defined in Sec. 27-728(b)(5)b.

(j) Applications.

- (1) The department of urban planning and land use ("department") shall prescribe forms and submittal requirements for sign permits as needed to administer this division. The form shall be made available at the department's office during regular business hours and on the department's public website.
- (2) After a complete application is filed [the] department shall approve, approve with conditions as needed to ensure compliance with division, or deny the sign permit with 30 calendar days unless the applicant consents in writing to a longer time period. The department's decision is appealable as provided in section 27-216.
- (3) No sign shall be erected without the prior written consent of the owner or authorized agent of the tract upon which the sign is to be placed being filed with the building official at the time an application for a sign permit is filed.
- (4) All persons shall plainly show the name and building permit number of the persons erecting and/or maintaining the sign. The information shall be displayed either on the sign, proximate to the sign on the same lot or parcel, or any window the building for which the sign is being erected.

- (5) At the time the application is submitted, the applicant shall deposit with the unified government director of revenue an application fee in the amount established by the county administrator, no portion of which shall be returned.
- (6) If the building permit expires before the sign for which it was issued is erected, the building official may issue a renewal of the building permit upon or 30 days after its expiration. The applicant shall pay a renewal fee in the amount established by the county administrator, surrender the old permit, and provide satisfactory proof that the sign is the sign for which the permit was originally issued.
- (k) Label. All signs shall have a permanent attached label indicating the permit number.
- (l) Inspections.
 - (1) All signs (including any footings) for which a permit is required are subject to inspection by the building official.
 - (2) All signs containing electrical wiring are subject to all applicable provisions of chapter 8, article III of the Unified Government Code, and the electrical components used shall bear the label of an approved testing agency.
 - (3) The building official may order the removal of any sign that is not maintained in accordance with section 27-725.
 - (4) All signs may be reinspected at the discretion of the building official to ensure compliance with this division and the Building Code.
- (m) Bond of installers.
 - (1) No person shall construct or maintain any signs regulated by this division, except wall signs and monument signs, without first having filed with the unified government clerk a surety bond in the sum of \$10,000.00.
 - (2) The bond shall:
 - a. Be conditioned upon the faithful compliance with the terms of this division, and
 - b. Hold the city and its officials harmless from all damages, losses, expenses, or judgments that may be claimed against the unified government by reason of the erection or maintenance of any sign regulated by this division or for the failure of that person to meet the requirements of this division.

Section 4. Chapter 27 - Planning and Development, Article VIII. - Zoning, Division 11. – Signs, of the 2008 Code of Ordinances and Resolutions of the Unified Government of Wyandotte County/Kansas City, Kansas, are hereby amended to read as follows:

Sec. 27-726. - Digital and illuminated signs.

- (a) Applicability. This section applies to any of the following:

[SEE INSET TABLE IN SUPPLEMENTAL]

- (b) Where permitted. The standards for individual sign types in section 27-728 below, indicate whether changeable copy or illumination is allowed, and the type of illumination allowed (internal illumination, external illumination, halo lit, or digital).
- (c) Illumination. An illuminated sign shall not:

- ~~(1) Be illuminated by flashing, intermittent, or moving lights Imitate, mimic, or obscure traffic signs or signals.;~~
- ~~(2) Contain or display animated, moving video, or scrolling advertising;~~
- ~~(3) Consist of a static image projected upon a stationary object; or~~
- ~~(4) Be a mobile sign located on a truck or trailer.~~
- (d) Generally. The following lighting requirements apply to all new signs:
 - (1) No rotating beam or flashing beacon light shall be used on any sign or sign structure.
 - (2) The light source for any sign shall not be directed toward any residentially zoned area.
 - (3) Bare neon lighting is permitted. Fluorescent and incandescent lighting shall be diffused by translucent glass or plastic.
 - (4) All signs shall comply with all applicable provisions of the electrical code of the unified government.
 - (5) Illuminated signs or digital signs within 250 feet of a residential zoning district shall shut off between the hours of 11:00 p.m. and 6:00 a.m.
 - (6) Illuminated signs or digital signs within a residentially zoned area shall shut off between the hours of 10:00 p.m. and 6:00 a.m. The sign shall include an automatic shut off mechanism to ensure that the signs are not illuminated during the time provided above.
- (e) Digital signs. Digital signs shall conform to the following standards:
 - (1) Minimum display time. Each static message on the sign must be displayed for a minimum of eight seconds duration. Message changes shall be completed instantaneously and shall be imperceptible. All transition effects are prohibited.
 - (2) Digital copy. Digital signs shall contain static messages only, and shall not have movement or the appearance or optical illusion of movement during the static display period of any part of the sign. Each static message shall not include any flashing or the varying of light intensity and the message shall not scroll.
 - (3) Brightness.
 - a. Digital signs shall not operate at brightness levels of more than 0.3 footcandles above ambient light as measured using a footcandle meter at a distance of 250 feet from the sign.
 - b. Prior to the issuance of a sign permit, the applicant shall provide written certification from the sign manufacturer that the light intensity has been factory pre-set not to exceed (7,000) nits and that the intensity level is protected from end-user manipulation by password-protected software or other method as deemed appropriate by the director.
 - (4) Light sensing device. Each digital sign must have a light sensing device that will adjust the brightness as ambient light conditions change.
 - (5) Technology. The technology currently being deployed for digital billboards is LED (light emitting diode), but there may be alternate, preferred and superior technology available in the future. Any other technology that complies with the performance standards for digital billboards including the maximum brightness levels as stated in subsection (3) above is permitted.
 - (6) Safety. A digital sign must:

- a. Include systems and monitoring to either turn the display off or show "full black" on the display in the event of a malfunction, and
 - b. Be designed that in the event of a catastrophic power surge, the sign will go dark or will have maximum brightness limitations in place, and
 - c. Contain a default mechanism that freezes the sign in one position if a malfunction occurs, and
 - d. Automatically adjust the intensity of its display according to natural ambient light conditions.
- (7) Owner responsibilities. The sign owner shall provide to the Director the phone number and email address of a person who is available to be contacted at any time and who is able to turn off the electronic sign promptly after a malfunction occurs.
- (8) Maintenance. The light modules on digital billboards shall be repaired or replaced if they become broken, burned-out or substantially dimmed.

Section 5. Chapter 27 - Planning and Development, Article VIII. - Zoning, Division 11. – Signs, of the 2008 Code of Ordinances and Resolutions of the Unified Government of Wyandotte County/Kansas City, Kansas, are hereby amended to read as follows:

Sec. 27-728. - Standards for sign types.

(a) Generally

- (1) This section establishes standards for individual sign types, including:
- a. Whether the sign type is permitted in the designated zoning districts.
 - b. Whether a sign permit is required.
 - c. The maximum number of signs (subject to the sign allocation system - see subsection (2), below) based on:
 - 1. Number per street frontage, or
 - 2. Number per each business or institution (occupying a multi-tenant building) which has its own ground floor entryway or storefront, or
 - 3. Number per single-tenant building or multi-tenant building with a single entry, or
 - 4. The total number of that sign type on a single lot or parcel.
 - d. Maximum sign dimensions, including:
 - 1. Sign area (see subsection (2), below).
 - 2. Height.
 - e. Location.
 - 1. Property line setback.
 - 2. Spacing between other signs.
 - f. Design characteristics, including whether the following design features are allowed or required:
 - 1. Digital.
 - 2. Illumination, internal.
 - 3. Illumination, external.
 - 4. Illumination, halo lit.
 - 5. Channel letters.

6. Changeable copy.

- (2) The maximum number and area of signs is subject to the sign allocation system in section 27-727 and this section, unless otherwise provided. The allowable sign area for an individual sign may be less than the maximum allowed by this section where needed to observe the maximum sign allowance in section 27-727.

(b) Attached signs.

- (1) Applicability. This subsection applies to attached signs. An "attached sign" means a sign that is attached to a building (including and building component, such as a column, marquee or canopy) and that uses the building as its primary support.

(2) Generally.

- a. Attached signs shall comply with the maximum sign area allocation in section 27-727, except for provided in this section.
- b. Attached signs shall not obscure or cover an architectural feature, such as a window, door, entryway, cornice, sill, or fire escape below the third story of a building.

(3) Accessory signs.

- a. An "accessory sign" is a sign inscribed onto a fence, archway, berm, or similar accessory structure that is not erected for the sole purpose of mounting a sign. A sign posted on a placard, board, poster, banner, or similar appendage to an accessory structure is considered an incidental sign and regulated by section 27-729.
- b. Accessory signs are subject to Table VIII-11-2 accessory signs, but are not subject to the maximum allocation for attached signs if the accessory signs are within the maximum area prescribed in line 7, below:

[SEE "TABLE VIII-11-2, ACCESSORY SIGNS" IN SUPPLEMENTAL]

(4) Awning/canopy/marquee signs.

a. Definitions.

[SEE INSET TABLE IN SUPPLEMENTAL]

- b. Standards. Awning signs (located above the drip flap portion of the awning), canopy signs, marquee signs, and over canopy signs toward the maximum attached sign allowance (see section 27-727). Awning signs located only on the drip flap portion of the awning and with letters not exceeding 18 inches in height, and under canopy signs do not count toward the maximum attached sign allowance.

[SEE "TABLE VIII-11-3, AWNING/CANOPY/MARQUEE SIGNS" IN SUPPLEMENTAL]

(5) Murals.

- a. Definition. A "mural" is a hand produced or machined graphic applied or affixed to the exterior of a building wall through the application of paint, canvas, tile, metal panels, applied sheet graphic or other medium generally so that the wall becomes the background surface or platform for the graphic, generally for the purpose of

decoration or artistic expression, including but not limited to, painting, fresco or mosaic.

b. Standards.

1. Murals are not permitted on the primary façade. A primary façade is defined, for purposes of this section, as a building elevation that faces the adjacent street right-of-way and is the primary customer entrance. Buildings located on a block corner with the primary customer entrance located diagonally at the building corner to both intersecting streets ~~has~~*have* two primary facades.
2. On lots that share a property line with a residential zoning district, murals are not allowed on building walls that face ~~a~~*said* residential zoning district. *A variance may be granted by the board of zoning appeals under Sec. 27-216.*
3. Up to 20 percent of a mural may include text or commercial copy. No more than five items of information (as defined in subsection 27-724(d)) may be included in the area used for text or commercial copy.
4. The mural shall be kept in good condition for the life of the mural according to the maintenance schedule and responsibilities approved by the director and incorporated into the sign permit. A mural is in a state of disrepair when 25 percent or more of the display surface area contains peeling, faded or flaking paint, or is otherwise not preserved in the manner in which it was originally created.
5. The display surface shall be kept clean, neatly painted, and free from corrosion.

[SEE "TABLE VIII-11-4, MURALS" IN SUPPLEMENTAL]

(6) Projecting signs.

a. Definition. A "projecting sign" is a sign supported by and extending at least 18 inches from a building wall.

b. Standards.

1. No projecting sign shall extend more than five feet or beyond the outer edge of a sidewalk, whichever is greater. A projecting sign may not extend into any portion of the street right-of-way other than a sidewalk.
2. The lower edge of the projecting sign shall be at least ten feet above any sidewalk and 14 feet above any alley surface where vehicles may pass below.
3. The upper edge of a projecting sign shall not extend vertically above the eave line of a structure.
- 4. No permit shall be required for projecting signs installed by a bonded and insured individual or company as designated in Sec. 27-723.*
- 5. 4.* All projecting signs shall be attached at right angles to the supporting structure and may be anchored no more than six inches from the structure.

[SEE "TABLE VIII-11-5, PROJECTING SIGNS" IN SUPPLEMENTAL]

(7) Roof signs.

a. Definition. A "roof sign" means a sign that is mounted upon or above a roof or parapet of a building or structure that is wholly or partially supported by the building or structure, and which projects above the cornice or parapet line of a building with a flat roof, the eave line of a building with a gambrel, gable, or hip roof, or the deck line of a building with a mansard. A mansard having a pitch exceeding 1:3 (one foot horizontal and three feet vertical) is a wall. A mansard having a less vertical slope is a roof. A roof sign does not include a sign that is mounted flush on the surface of a roof, in which case the sign is classified as a wall sign.

b. Standards.

1. Structural members for roof signs shall be concealed, except for raceways that mount channel letters.
2. Roof signs shall comply with the following standards. The maximum area is subject to the sign allocation system in section 27-727 and this section. The allowable sign area for an individual sign may be less than the maximum allowed by this section where needed to observe the maximum sign allowance in section 27-727.

[SEE "TABLE VIII-11-6, ROOF SIGN STANDARDS" IN SUPPLEMENTAL]

(8) Wall signs.

a. Definitions. A "wall sign" means a sign (other than a projecting sign, roof sign, or window sign) that uses a building wall as its primary source of support, and that:

1. Is placed directly on and contained totally within the dimensions of the outside wall;
2. Does not extend more than 18 inches from a building surface.

b. Standards.

[SEE "TABLE VIII-11-7, WALL SIGN STANDARDS" IN SUPPLEMENTAL]

(9) Window signs.

a. Definition. Window signs are signs posted, painted, placed, affixed to a window and inside a building, but clearly visible from outside the building. Signs placed on the exterior of a window are not permitted.

b. Standards. Window signs are counted toward the maximum sign area, but not the maximum number of signs, in the sign allocation system (section 27-727).

[SEE "TABLE VIII-11-8, WINDOW SIGN STANDARDS" IN SUPPLEMENTAL]

(c) Detached signs.

(1) Applicability. This subsection applies to detached signs allowed by this division. A "detached sign" means a single or double-faced sign placed upon or supported by the ground independent of any other structure, such as a monument sign.

(2) Billboards. See section 27-733.

(3) Monument signs.

- a. Definition. A detached sign whose sign surface is attached to a proportionate base or structural frame with a minimum width of one-half the width of the widest part of the sign face.
- b. Standards. Monument sign shall comply with table VIII-11-9 monument signs and the following:
 1. The base shall not exceed a height of five feet above the average finished grade.
 2. An enclosed or solid sign base is not required if the sign face is within two feet of the average finished grade.
 3. The materials of the base of a monument sign shall be either masonry, stone or concrete.
 4. Monument signs shall be located proximate to the principal entrance into the lot, site or premises. "Proximate" means that the sign is located within 25 feet of the edge of the street right-of-way abutting the driveway entrance.
 5. Maximum sign height at the minimum setback line is 15 feet in each nonresidential zoning district. For each one foot of additional setback, one foot of additional height and five square feet in sign area is allowed up until the maximum sign area allocation for detached signs established in section 27-727 is reached.

[SEE TABLE VIII-11-9, MONUMENT SIGNS IN SUPPLEMENTAL]

(4) Sandwich/"A" frame signs.

- a. Definitions. A "sandwich board" means a portable sign that is ordinarily in the shape of an "A" with back to back sign faces, an easel, or a similar configuration.
- b. Standards.
 1. Sandwich/"A" frame signs are allowed in the right-of-way or on private property, subject to the standards in table VIII-11-10 sandwich/"A" frame signs below. ~~2.~~ Sandwich/"A" frame signs are allowed *by right at only where a building is within a build-to-line established in the TND district, or where a front façade that includes* an entryway open to the general public during normal business hours ~~is~~ within ten feet of the edge of a public sidewalk, subject to table VIII-11-10 below.
 - ~~3-2.~~ Sandwich boards/"A" frame signs shall leave a minimum, unobstructed sidewalk clearance of ~~36-48~~ inches or as otherwise required by the ADA.

[SEE "TABLE VIII-11-10, SANDWICH/"A"FRAME SIGNS" IN SUPPLEMENTAL]

(d) Hybrid signs.

- (1) Applicability. This section applies to signs that may either be attached or detached. The signs are subject to the applicable allocation for the sign depending upon whether it is attached or detached.
- (2) Flags.

- a. Definition. A piece of fabric or other flexible material, with distinctive colors and patterns, customarily mounted on a pole or similar freestanding structure.
- b. Standards. Flags shall comply with table VIII-11-11 flag standards below:

[SEE TABLE VIII-11-11, FLAG STANDARDS IN SUPPLEMENTAL]

Section 6. Chapter 27 - Planning and Development, Article VIII. - Zoning, Division 11. - Signs, of the 2008 Code of Ordinances and Resolutions of the Unified Government of Wyandotte County/Kansas City, Kansas, are hereby amended to read as follows:

Sec. 27-729. - Temporary/incidental signs.

- (a) Applicability. This section applies to temporary signs or incidental signs. Each of the sign types described in this section (temporary signs, incidental signs, banners and feather signs) count toward the maximum allowance for temporary/incidental signs in section 27-727 except for pole banners where indicated in subsection (c)(4), below.

- (b) Temporary and incidental signs, generally.

- (1) Definitions.

[SEE TABLE IN SUPPLEMENTAL]

- (2) Generally. Temporary and incidental signs shall comply with table VIII-11-12 temporary & incidental signs (generally) and this section.

- (3) Height. The height of temporary or incidental signs shall not exceed three feet at the minimum setback line, and may increase one foot for every additional ten feet that the sign is set back up to the maximum height permitted in table VIII-11-12 temporary & incidental signs (generally).

- (4) Temporary signs.

- a. Holidays. During the following time periods, the number of temporary signs may increase to five in the residential districts, C-O, C-D district and TND T-6, the sign allocation shall increase by 50 percent, and the internal illumination is permitted:

- 1. The fourth Thursday in November to January 2, and
 - 2. July 1—5.

- b. Materials. Temporary signs shall include a vinyl or plastic face, or a material of similar durability.

- c. Display period. A detached temporary sign may be erected for the following maximum continuous time periods:

- 1. Signs mounted with standard wire stakes or T-posts: 30 days.
 - 2. Signs mounted with metal or wood frames, or mounting methods of similar durability: 90 days.

[SEE “TABLE VIII-11-12, TEMPORARY & INCIDENTAL SIGNS (GENERALLY)” IN SUPPLEMENTAL]

(c) Banners.

- (1) Definition. A "banner" means any strip of cloth, bunting, plastic, paper, or similar material, attached to any structure or framing. This definition does not include flags, pennants or streamers.
- (2) Standards. Banners shall comply with table VIII-11-13 banners and the following:
 - a. A banner may be displayed for no more than 60 continuous days during any calendar year.
 - b. Banners shall be replaced or removed if they deteriorate by becoming frayed, faded, torn, or shredded in any manner.
- (3) Wall banners. Banners mounted on a wall shall:
 - a. Comply with the standards for attached signs (see subsection 27-728(b)(2)) and count toward the applicable attached sign allocation (see section 27-727), and
 - b. Be securely attached flat against the building with metal brackets, expansion bolts, through bolts, or lag bolts and screws.
- (4) Pole banners. Banners are exempt from the maximum number, dimensions, and location requirements of table VIII-11-13 banners below and the sign allocation system in section 27-727, if they:
 - a. Are mounted on a pole that provides a separate functional purpose such as street lighting, and
 - b. Contain no text or other elements found in a "sign" as defined in this division.

[SEE "TABLE VIII-11-13, BANNERS" IN SUPPLEMENTAL]

(d) Feather *and inflatable* signs.

- (1) Definition. ~~A "feather sign" means a banner in the shape of a feather, quill, sail, blade or teardrop, and mounted on a solid or flexible pole or cord. These are sometimes referred to as "quill signs" or "sail banners."~~
 - a. *A "feather sign" means a banner in the shape of a feather, quill, sail, blade or teardrop, and mounted on a solid or flexible pole or cord. These are sometimes referred to as "quill signs" or "sail banners."*
 - b. *An "inflatable sign" is a sign that is either:*
 1. *Infrequently inflated and thereafter sealed, so that the air or gas inside the body of the sign provides buoyancy and/or structure; or*
 2. *Sections of fabric attached to a fan or motor or otherwise designed in a manner that allows air flow to move the fabric sections.*
- (2) Standards. Feather signs shall comply with table VIII-11-14 feather signs. ~~and the following: Feather and inflatable signs are not allowed in the public right-of-way. Where feather or inflatable signs are installed in the right-of-way in violation of this ordinance, the unified government may require the applicant to pay the costs of removing the signs to the extent allowed by law.~~
 - a. ~~Feather signs are not allowed in the public right-of-way. Where feather signs are installed in the right-of-way in violation of this ordinance, the unified government~~

- ~~may require the applicant to pay the costs of removing the feather signs to the extent allowed by law.~~
- ~~b. Feather signs may only be installed for a maximum of three continuous days during any 60-day period.~~

[SEE “TABLE VIII-11-14, FEATHER SIGNS” IN SUPPLEMENTAL]

Section 7. Chapter 27 - Planning and Development, Article VIII. - Zoning, Division 11. - Signs, of the 2008 Code of Ordinances and Resolutions of the Unified Government of Wyandotte County/Kansas City, Kansas, are hereby amended to read as follows:

Sec. 27-731. - Master sign plans.

Purpose. This Section establishes ~~as~~ process to develop standards to assure harmony and visual quality throughout a master planned project.

- (a) Applicability. This section applies to an office park, hotel or motor hotel, shopping center, industrial park, or other grouping of three or more buildings, tenants or establishments.
- (b) Master sign plan required.
- (1) An applicant subject to this section shall submit a set of sign standards for all exterior signs with any application for a rezoning, special use permit, or site plan.
 - (2) The master sign plan is approved concurrent with the rezoning, special use permit, or ~~site~~ *preliminary or final development* plan.
- (c) Standards—Generally.
- (1) The master sign plan shall establish standards for the size, colors, materials, styles of lettering, appearance, type of illumination and location consistent with this division and table VIII-11-9 below.
 - (2) The applicant and its successors and assigns shall comply with the approved master sign plan.
 - (3) The standards for the master sign plan supersede any standards in sections 27-727 and 27-728 to the extent that they are inconsistent. Any signs not addressed in the master sign plan are subject to the standards in sections 27-727 and 27-728.
 - (4) The approved master sign plan standards shall run with all leases or sales of portions of the development.
- (d) Additional standards for center/secondary signs.
- (1) If not located within the landscaped setback, the sign base shall be located within a curbed, landscaped area extending at least three feet on all sides of the sign base.
 - (2) An additional sign may be incorporated into a structure such as a water feature, sculpture, topiary, or other art form if the director finds that:
 - a. The sign is integrated visually with the structure,
 - b. Is compatible with the scale and design of the feature or art form, and
 - c. Is compatible with surrounding development.
- (e) Wall signs.
- (1) Generally. One wall sign is allowed in a center for each occupant with façade frontage (refer to sections 27-727 and 27-728 for dimensional standards).

- (2) Districts CI and CPI. Individual businesses in multitenant buildings in the CI or CPI districts are permitted, in lieu of the maximum wall sign allocation, to have a wall sign up to 25 square feet in area if the sign does not exceed 10 percent of the wall area.
- (3) Districts CP-O and MP-3. In districts CP-O through MP-3, single tenant buildings of more than 100,000 square feet may have one wall sign on each building facade in addition to any permitted detached sign. Sign area must comply with section 27-728.

[SEE "TABLE VIII-11-15, CENTER AND SECONDARY SIGNS" IN SUPPLEMENTAL]

Section 8. That said original Sections 27-212, -722, -723, -726, -728, -729, and -731 of the Code of the Unified Government of Wyandotte County/Kansas City, Kansas, be and are hereby repealed.

Section 9. This ordinance shall take effect and be in full force upon its passage and publication in *The Wyandotte Echo*.

**ADOPTED BY THE BOARD OF COMMISSIONERS OF THE UNIFIED
GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS, THIS ____
DAY OF _____, 2025.**

APPROVED:

Tyrone A. Garner, Mayor/CEO

ATTESTED:

Unified Government Clerk

APPROVED AS TO FORM:

Acting Chief Counsel

ORDINANCE SUPPLEMENTS

Section 27-726(a)

Digital Sign	A sign that displays static images that are controlled by electronic communications, which allows the images to be turned on or off intermittently. A Digital Sign includes any illuminated sign on which the illumination is not kept stationary or constant in intensity and color when the sign is in use, including any light emitting diode (LED) or digital panel, and which varies in color or intensity. In the sign industry, digital signs are also referred to as dynamic signs, changeable electronic variable message signs (CEVMS), electronic message centers (EMCs), etc.
Footcandle	A measure of illumination on a surface that is one foot from a uniform source of light of one candle and equal to one lumen per square foot.
Illumination	A sign that has an artificial light source incorporated internally or externally to emanate light from, or direct light to, a sign's surface. Light sources may include exposed tubing, electrical bulbs, fluorescent lights, neon tubes, light emitting diodes (LED), liquid crystal displays, or other artificial sources of light.
Illumination, External	A sign that is illuminated by an external light source.
Illumination, Internal	Illumination created by a light source internal to the sign, transparent or translucent material from a light source within the sign structure or panel, or exposed lighting on the sign face.
Illuminated Sign	Any sign that incorporates illumination over all or part of its surface, or that is created by the projection of illumination onto a surface (such as a building wall).
Halo lit sign	A sign illuminated by concealing the light source behind three-dimensional opaque letters, numbers, or other characters of a sign, resulting in the night time perception of a halo around the silhouette of each sign character. This is also referred to as "reverse channel" or "reverse lit" illumination. A Halo Lit sign is not considered an internally illuminated sign.
Nit	A unit of illuminative brightness equal to one candle per square meter, measured perpendicular to the rays of the source.
Neon	A source of light supplied by a glass tube that is filled with neon gas, argon, mercury or other inert gas that produces ultraviolet light, and bent to form letters, symbols, or other shapes.

Section 27-727(b)

Table VIII-11-1 Sign Allocation System						
District (Includes Planned District Equivalent)	Attached Signs (See Sec. 27-728(b))		Detached Signs (See Sec. 27-728(c))		Temporary/Incidental (See Sec. 27-729)	
	Number per Facade ¹	Area (As Percentage of Wall Area)	Number	Area (Per Sign Face) (sf)	Number	Area (total (sf))
A-G, R, R-1, R-1(B), R-2, R-2(B), TND T-1, T-2, T-3, CS	1 ²	5%	1 ²³	40	2	36
R-3, R-4, R-5, R-6, R-M, TND T-4	1 ²	5%	1 ²³	50	2	48
C-O	4	5%	Sec. 27-728(b)	50	2	48
C-1, TND T-5	4	7%	Sec. 27-728(b)	50	Sec. 27-729	100
C-D, TND T-6	4	7%	Sec. 27-728(b)	50	Sec. 27-729	150
C-2, C-3, TND D	4	7%	Sec. 27-728(b)	75	Sec. 27-729	300
M-1, B-P	4	7%	Sec. 27-728(b)	75	Sec. 27-729	300
M-2, M-3	4	10%	Sec. 27-728(b)	100	Sec. 27-729	300

Notes:

¹ Not applicable to awning/canopy/marquee signs subject to subsection 27-728(b)(3).

² ~~Detached signs and other than temporary or incidental signs are only permitted for lots or buildings that include non-residential uses permitted in the district. Unless a greater quantity of an attached sign type is allowed, then that quantity serves as the maximum number of attached signs per façade.~~

³ ~~Detached signs and other than temporary or incidental signs are only permitted for lots or buildings that include non-residential uses permitted in the district.~~

Section 27-728(b)(3)b.

Zoning Districts/TND T-Zone →		A-G, R, R-1, R-1(B), R-2, R-2(B), TND T-1, T-2, T-3, CS	R-3, R-4, R-5, R-6, R-M, TND T-4	C-0	C-1, TND T- 5	C-D, TND T- 6	C-2, C-3, M-1, B-P, TND D	M-2, M-3
Requirements ↓								
1.	Permitted?	Yes	Yes	Yes	Yes	Yes	Yes	Yes
2.	Permit required?	Yes	Yes	Yes	Yes	Yes	Yes	Yes
3.	Number per street frontage	—	—	—	—	—	—	—
4.	Number per each business or institution (occupying a multi-tenant building) which has its own ground floor entryway or storefront (max.)	—	—	—	—	—	—	—
5.	Number-total per single-tenant building or multi-tenant building with a single entry (max.)	1	1	3	2	3	3	3
6.	Number-total (max.)	—	—	—	—	—	—	—
Dimensions								
7.	Sign area exempt from maximum sign allocation (maximum-sf)	9	12	35	35	35	42	72
8.	Height (maximum-feet)	2	2	2	6	2	6	6
Location								
9.	Property Line Setback (minimum-feet)	Z	Z	Z	Z	Z	Z	Z
10.	Spacing between other signs (minimum-feet)	—	—	—	—	—	—	—
Design Characteristics								
11.	Digital	No	No	No	No	No	No	No
12.	Illumination, Internal	No	No	No	No	No	No	No
13.	Illumination, External	No	No	No	Yes	Yes	Yes	Yes
14.	Illumination, Halo Lit	No	No	No	Yes	Yes	Yes	Yes
15.	Channel Letters	Yes	Yes	Yes	Yes	Yes	Yes	Yes
16.	Changeable copy	No	No	No	No	No	No	Yes
Rules of Interpretation: Yes = the sign type or characteristic is permitted; No = the sign type or characteristic is not permitted; R = the sign type or characteristic is required; NR = the sign type is permitted for non-residential uses only; "—" = the standard does not apply. Z = as established for the principal building by the applicable zoning district.								

Section 27-728(b)(4)a.

Awning Sign	A sign that is painted, stenciled or attached to the surface of an awning. An "awning" means a roof-like cover that projects from the wall of a building to shield a doorway, walkway, or window from inclement weather or the sun. Awnings are often made of fabric or flexible plastic supported by a rigid frame and may be retracted into the face of the building.	
Canopy Sign	A sign attached to the surface of a canopy. A "canopy" means an overhead structure made of solid material, other than an awning, that is either attached to a building wall and extends at least twelve (12) inches from the face of the building or a freestanding overhead structure supported by posts.	
Marquee	A sign attached to the fascia of marquee. A "Marquee" means a hood or awning of permanent construction without pillars or posts which is supported from a building wall and extends beyond the building, building line, or property line. A sign attached to the bottom of a Marquee is considered an Under-Canopy Sign.	
Over Canopy Sign	A sign on the top of a roof overhang of a covered porch or walkway which identifies the tenant of the adjoining space.	
Under Canopy Sign	A sign suspended from the underside of a canopy, a covered porch or a walkway.	

Section 27-728(b)(4)b.

Zoning Districts/TND T-Zone →		A-G, R, R-1, R-1(B), R-2, R-2(B), TND T-1, T-2, T-3, CS	R-3, R-4, R-5, R-6, R-M, TND T-4	C-0	C-1, TND T-5	C-D, TND T-6	C-2, C-3, M-1, B-P, TND D	M-2, M-3
Requirements ↓								
1.	Permitted?	NR	Yes	Yes	Yes	Yes	Yes	Yes
2.	Permit required?	Yes	Yes	Yes	Yes	Yes	Yes	Yes
3.	Number per street frontage	—	—	—	—	—	—	—
4.	Number per each business or institution (occupying a multi-tenant building) which has its own ground floor entryway or storefront (max.)	1	1	1	1	1	1	1
5.	Number-total per single-tenant building or multi-tenant building with a single entry (max.)	1	1	3	2	3	3	3
6.	Number-total (max.)	—	—	—	—	—	—	—
Dimensions								
7.	Sign area (maximum- sf)	60	60	100	150	100	150	150
8.	Height (maximum-feet)	2	2	2	6	2	6	6
Location								
9.	Property Line Setback (minimum-feet)	Z	Z	Z	Z	Z	Z	Z
10.	Spacing between other signs (minimum-feet)	—	—	—	—	—	—	—
Design Characteristics								
11.	Digital	No	No	No	No	Yes	Yes	Yes
12.	Illumination, Internal	No	No-Yes	No-Yes	Yes	Yes	Yes	Yes
13.	Illumination, External	No	No	No	Yes	Yes	Yes	Yes
14.	Illumination, Halo Lit	Yes	Yes	Yes	Yes	Yes	Yes	Yes
15.	Channel Letters	Yes	Yes	Yes	Yes	Yes	Yes	Yes
16.	Changeable copy	No	No	No	Yes	Yes	Yes	Yes
Rules of Interpretation:								
Yes = the sign type or characteristic is permitted; No = the sign type or characteristic is not permitted; R = the sign type or characteristic is required; NR = the sign type is permitted for non-residential uses only; "—" = the standard does not apply. Z = as established for the principal building by the applicable zoning district.								

Section 27-728(b)(5)b.

Table VIII-11-4 Murals								
Zoning Districts/TND T-Zone →		A-G, R, R-1, R-1(B), R-2, R-2(B), TND T-1, T-2, T-3, CS	R-3, R-4, R-5, R-6, R-M, TND T-4	C-0	C-1, TND T-5	C-D, TND T-6	C-2, C-3, M-1, B-P, TND D	M-2, M-3
Requirements ↓								
1.	Permitted?	No	No	No Yes	Yes	Yes	Yes	Yes
2.	Permit required?	No —	No —	No Yes*	Yes*	Yes*	Yes*	Yes*
3.	Number per street frontage (max.)	—	—	—	—	—	—	—
4.	Number-total (max.)	—	—	—	—	—	—	—
Dimensions								
5.	Sign area (maximum- sf)	—	—	—**	**	**	**	**
6.	Height (maximum-feet)	—	—	—	—	—	—	—
Location								
7.	Property Line Setback (minimum-feet)	—	—	—Z	Z	Z	Z	Z
8.	Spacing between other signs (minimum-feet)	—	—	—	—	—	—	—
Design Characteristics								
9.	Digital	—	—	—No	No	No	No	No
10.	Illumination, Internal	—	—	—No	No	No	No	No
11.	Illumination, External	—	—	—No	No	Yes	Yes	Yes
12.	Illumination, Halo Lit	—	—	—No	No	No	No	No
13.	Channel Letters	—	—	—No	No	No	No	No
14.	Changeable copy	—	—	—No	No	No	No	No

* A sign permit is not required for a new mural kept in good condition in compliance with this subsection and Sec. 27-725.

** The wall area that may be covered by a mural is as follows:

Text/Logo area (as a percent of mural)	Percent of façade that may be covered:
11-20%	When combined with other attached signs, must fall within the attached sign area allocation in Sec. 27-727.
0-10%	100%. If the mural is applied only to a side or rear façade, it does not apply to the attached sign area allocation in Sec. 27-727.

Section 27-728(b)(6)b.

Zoning Districts/TND T-Zone →		A-G, R, R-1, R-1(B), R-2, R-2(B), TND T-1, T-2, T-3, CS	R-3, R-4, R-5, R-6, R-M, TND T-4	C-0	C-1, TND T-5	C-D, TND T-6	C-2, C-3, M-1, B-P, TND D	M-2, M-3
Requirements ↓								
1.	Permitted?	NR	Yes	Yes	Yes	Yes	Yes	Yes
2.	Permit required?	Yes -No*	Yes -No*	Yes No*	Yes -No*	Yes -No*	Yes -No*	Yes No*
3.	Number per street frontage (max.)	—	—	—	—	—	—	—
4.	Number per each business or institution (occupying a multi-tenant building) which has its own ground floor entryway or storefront (max.)	1	1	1	1	1	1	1
5.	Number-total per single-tenant building or a multi-tenant building with a single entry (max.)	1	1	1	1	1	1	1
6.	Number-total (max.)	—	—	—	—	—	—	—
Dimensions								
7.	Sign area (maximum- percent of building façade <i>sf</i>)	48	48	48	96	96	96	96
8.	Height (maximum-feet)	—	—	—	—	—	—	—
Location								
9.	Property Line Setback (minimum-feet)	Z	Z	Z	Z	Z	Z	Z
10.	Spacing between other signs (minimum-feet)	10	10	10	10	10	10	10
Design Characteristics								
11.	Digital	No	No	No	No	Yes	Yes	Yes
12.	Illumination, Internal	No	No -Yes	No Yes	Yes	Yes	Yes	Yes
13.	Illumination, External	No	No	No	Yes	Yes	Yes	Yes
14.	Illumination, Halo Lit	Yes	Yes	Yes	Yes	Yes	Yes	Yes
15.	Channel Letters	Yes	Yes	Yes	Yes	Yes	Yes	Yes
16.	Changeable copy	No	No	No	Yes	Yes	Yes	Yes
Rules of Interpretation: Yes = the sign type or characteristic is permitted; No = the sign type or characteristic is not permitted; R = the sign type or characteristic is required; NR = the sign type is permitted for non-residential uses only, <i>including home occupations</i> ; "—" = the standard does not apply. Z = as established for the principal building by the applicable zoning district. <i>* No permit shall be required for projecting signs installed by a bonded and insured individual or company as designated in Sec. 27-723.</i>								

Section 27-728(b)(7)b.

Table VIII-11-6 Roof Sign Standards								
Zoning Districts/TND T-Zone →		A-G, R, R-1, R-1(B), R-2, R-2(B), TND T-1, T-2, T-3, CS	R-3, R-4, R-5, R-6, R-M, TND T-4	C-0	C-1, TND T-5	C-D, TND T-6	C-2, C-3, M-1, B-P, TND D	M-2, M-3
Requirements ↓								
1.	Permitted?	No	No	No	Yes	Yes	Yes	Yes
2.	Permit required?	—	—	—	Yes	Yes	Yes	Yes
3.	Number per street frontage	—	—	—	1	1	1	1
4.	Number-total	—	—	—	1	1	1	1
Dimensions								
5.	Sign area (maximum-sf)	—	—	—	120	120	300	300
6.	Height (maximum-feet)	—	—	—	4	4	6	6
Location								
7.	Property Line Setback (minimum-feet)	—	—	—	Z	Z	Z	Z
8.	Spacing between other signs (minimum-feet)	—	—	—	10	10	10	10
Design Characteristics								
9.	Digital	—	—	—	No	No	No	No
10.	Illumination, Internal	—	—	—	No	Yes	Yes	Yes
11.	Illumination, External	—	—	—	No	Yes	Yes	Yes
12.	Illumination, Halo Lit	—	—	—	No	Yes	Yes	Yes
13.	Channel Letters	—	—	—	R	R	R	Yes
14.	Changeable copy	—	—	—	No	No	No	No
Rules of Interpretation: Yes = the sign type or characteristic is permitted; No = the sign type or characteristic is not permitted; R = the sign type or characteristic is required; NR = the sign type is permitted for non-residential uses only; "—" = the standard does not apply. Z = as established for the principal building by the applicable zoning district.								

Section 27-728(b)(8)b.

Zoning Districts/TND T-Zone →		A-G, R, R-1, R-1(B), R-2, R-2(B), TND T-1, T-2, T-3, CS	R-3, R-4, R-5, R-6, R-M, TND T-4	C-0	C-1, TND T-5	C-D, TND T-6	C-2, C-3, M-1, B-P, TND D	M-2, M-3
Requirements ↓								
1.	Permitted?	Yes	Yes	Yes	Yes	Yes	Yes	Yes
2.	Permit required?	No	Yes	Yes	Yes	Yes	Yes	Yes
3.	Number per street frontage (max.)	—	—	—	—	—	—	—
4.	Number per each business or institution (occupying a multi-tenant building) which has its own ground floor entryway or storefront (max.)	1-3	1-3	1-3	1-3	1-3	1-3	1-3
5.	Number-total per single-tenant building or a multi-tenant building with a single entry (max.)	1-3	1-3	3	2-3	3	3	3
6.	Number-total (max.)	—	—	—	—	—	—	—
Dimensions								
7.	Sign area (maximum- sf)	50	50	80	150	150	300	300
8.	Height (maximum-feet)	4	4	4	—	—	—	—
Location								
9.	Property Line Setback (minimum-feet)	Z	Z	Z	Z	Z	Z	Z
10.	Spacing between other signs (minimum-feet)	—	—	—	—	—	—	—
Design Characteristics								
11.	Digital	No	No	No	No	Yes	Yes	Yes
12.	Illumination, Internal	No	No-Yes	No	Yes	Yes	Yes	Yes
13.	Illumination, External	No	No	No	Yes	Yes	Yes	Yes
14.	Illumination, Halo Lit	NR	NR	Yes	Yes	Yes	Yes	Yes
15.	Channel Letters	Yes	Yes	Yes	Yes	Yes	Yes	Yes
16.	Changeable copy	No	No	No	Yes	Yes	Yes	Yes
Rules of Interpretation:								
Yes = the sign type or characteristic is permitted; No = the sign type or characteristic is not permitted; R = the sign type or characteristic is required; NR = the sign type is permitted for non-residential uses only; "—" = the standard does not apply. Z = as established for the principal building by the applicable zoning district.								

Section 27-728(b)(9)b.

Table VIII-11-8 Window Sign Standards								
Zoning Districts/TND T-Zone →		A-G, R, R-1, R-1(B), R-2, R-2(B), TND T-1, T-2, T-3, CS	R-3, R-4, R-5, R-6, R-M, TND T-4	C-0	C-1, TND T-5	C-D, TND T-6	C-2, C-3, M-1, B-P, TND D	M-2, M-3
Requirements ↓								
1.	Permitted?	Yes	Yes	Yes	Yes	Yes	Yes	Yes
2.	Permit required?	No	No	No	No	No	No	No
3.	Number per street frontage (max.)	—	—	—	—	—	—	—
4.	Number-total (max.)	—	—	—	—	—	—	—
Dimensions								
5.	Sign area (maximum-percentage of window area)	25%-50%	25%-50%	25% 50%	25% 50%	25% 50%	25%-50%	25% 50%
6.	Height (maximum-feet)	—	—	—	—	—	—	—
Location								
7.	Property Line Setback (minimum-feet)	Z	Z	Z	Z	Z	Z	Z
8.	Spacing between other signs (minimum-feet)	—	—	—	—	—	—	—
Design Characteristics								
9.	Digital	No	No	No	No	Yes	Yes	Yes
10.	Illumination, Internal	No	No-Yes	No Yes	Yes	Yes	Yes	Yes
11.	Illumination, External	No	No	No	Yes	Yes	Yes	Yes
12.	Illumination, Halo Lit	NR	NR	Yes	Yes	Yes	Yes	Yes
13.	Channel Letters	Yes	Yes	Yes	Yes	Yes	Yes	Yes
14.	Changeable copy	No	No	No	Yes	Yes	Yes	Yes
Rules of Interpretation: Yes = the sign type or characteristic is permitted; No = the sign type or characteristic is not permitted; R = the sign type or characteristic is required; NR = the sign type is permitted for non-residential uses only; "—" = the standard does not apply. Z = as established for the principal building by the applicable zoning district. For purposes of Line 5, "window area" includes the entire area spanned by glass, and within any window lights divided by mullions, transoms, or similar elements that divide the glazed area into compartments.								

Section 27-728(c)(3)b.

Zoning Districts/TND T-Zone →		A-G, R, R-1, R-1(B), R-2, R-2(B), TND T-1, T-2, T-3, CS	R-3, R-4, R-5, R-6, R-M, TND T-4	C-0	C-1, TND T-5	C-D, TND T-6	C-2, C-3, M-1, B-P, TND D	M-2, M-3
Requirements ↓								
1.	Permitted?	NR	Yes	Yes	Yes	Yes	Yes	Yes
2.	Permit required?	Yes	Yes	Yes	Yes	Yes	Yes	Yes
3.	Number per lot (max.)	1	1	1	1	1	1	1
4.	Number per linear feet of street frontage (max.)	—	—	—	1 per 1,000	—	1 per 1,000	1 per 1,000
5.	Number per additional frontage (applies to lots with frontage on more than 1 street) (max.)	1	1	1	1	1	1	1
6.	Number-total (single frontage/more than 1 frontage) (max.) →*no (No more than 1 monument sign is permitted per primary entrance or the number permitted per frontage, whichever is less)	1	1	2/3	2/3	2/3	2/3	2/3
Dimensions								
7.	Sign area (maximum-sf)	40	50	50	50	50	75	100
8.	Height (maximum-feet)**	12	12	24	24	24	24	24
Location								
9.	Property Line Setback (minimum-feet)	5	5	5	5	5	5	5
10.	Spacing between other signs (minimum-feet)	10	10	10	10	10	10	10
Design Characteristics								
11.	Digital	NR	NR	Yes	Yes	Yes	Yes	Yes
12.	Illumination, Internal	NR	NR	Yes	Yes	Yes	Yes	Yes
13.	Illumination, External	NR	NR	Yes	Yes	Yes	Yes	Yes
14.	Illumination, Halo Lit	NR	NR	Yes	Yes	Yes	Yes	Yes
15.	Channel Letters	Yes	Yes	Yes	Yes	Yes	Yes	Yes
16.	Changeable copy	No	No	No	Yes	Yes	Yes	Yes
Rules of Interpretation: Yes = the sign type or characteristic is permitted; No = the sign type or characteristic is not permitted; R = the sign type or characteristic is required; NR = the sign type is permitted for non-residential uses only; "—" = the standard does not apply. Z = as established for the principal building by the applicable zoning district. **The height of the monument sign shall not exceed highest point of the nearest principal building's roof on the premises or the maximum height allowed by line 6, whichever is lower.								

Section 27-728(c)(4)b.

Zoning Districts/TND T-Zone →		A-G, R, R-1, R-1(B), R-2, R-2(B), TND T-1, T-2, T-3, CS	R-3, R-4, R-5, R-6, R-M, TND T-4	C-0	C-1, TND T-5	C-D, TND T-6	C-2, C-3, M-1, B-P, TND D	M-2, M-3
Requirements ↓								
1.	Permitted?	No	No	No Yes	Yes	Yes	No Yes	No
2.	Permit required?	—	—	— No	ROWNo	ROWNo	— No	—
3.	Number per street frontage	—	—	—	—	—	—	—
4.	Number per each business or institution (occupying a multi-tenant building) which has its own ground floor entryway or storefront (max.)	—	—	— 1	1	1	— 1	—
5.	Number-total per single-tenant building or multi-tenant building with a single entry (max.)	—	—	— 1	1	1	— 1	—
6.	Number-total (max.)	—	—	— 1	1	1	— 1	—
Dimensions								
7.	Sign area (maximum-sf)	—	—	— 12	12	12	— 12	—
8.	Height (maximum-feet)	—	—	— 5	5	5	— 5	—
Location								
9.	Sidewalk Clearance * (minimum-feet)	—	—	— 4	4	4	— 4	—
10.	Spacing between signs (minimum-feet)	—	—	—	—	—	—	—
Design Characteristics								
11.	Digital	No —	No —	No	No	No	No	No —
12.	Illumination, Internal	No —	No —	No	No	No	No	No —
13.	Illumination, External	No —	No —	No	No	No	No	No —
14.	Illumination, Halo Lit	No —	No —	No	No	No	No	No —
15.	Channel Letters	No —	No —	No	No	No	No	No —
16.	Changeable copy	No —	No —	No Yes	Yes	Yes	No Yes	No —
Rules of Interpretation: Yes = the sign type or characteristic is permitted; No = the sign type or characteristic is not permitted; R = the sign type or characteristic is required; NR = the sign type is permitted for non-residential uses only; "—" = the standard does not apply. Z = as established for the principal building by the applicable zoning district. ROW = requires a right-of-way use permit (see Unified Government Code § Sec. 32-26). * Sidewalk clearance is the minimum, continuous, unobstructed distance for pedestrian movement along a sidewalk on at least one side of the sign.								

Section 27-728(d)(2)b.

Table VIII-11-11 Flag Standards								
Zoning Districts/TND T-Zone →		A-G, R, R-1, R-1(B), R-2, R-2(B), TND T-1, T-2, T-3, CS	R-3, R-4, R-5, R-6, R-M, TND T-4	C-0	C-1, TND T-5	C-D, TND T-6	C-2, C-3, M-1, B-P, TND D	M-2, M-3
Requirements ↓								
1.	Permitted?	Yes	Yes	Yes	Yes	Yes	Yes	Yes
2.	Permit required?	No	No	Yes	Yes	Yes	Yes	Yes
3.	Number per street frontage (max.)	1	1	1	1	2	2	2
Dimensions								
4.	Sign area (maximum-sf)	50	50	50	50	50	50	50
5.	Height (maximum-feet)	25	25	25	50*	50*	50*	50*
Location								
6.	Property Line Setback (minimum-feet)	Z	Z	Z	Z	Z	Z	Z
7.	Spacing between other signs (minimum-feet)	10	10	10	10	10	10	10
Design Characteristics								
8.	Digital	No	No	No	No	No	No	No
9.	Illumination, Internal	No	No	No	No	No	No	No
10.	Illumination, External	Yes	Yes	Yes	Yes	Yes	Yes	Yes
11.	Illumination, Halo Lit	No	No	No	No	No	No	No
12.	Channel Letters	No	No	No	No	No	No	No
13.	Changeable copy	No	No	No	No	No	No	No
Rules of Interpretation: Yes = the sign type or characteristic is permitted; No = the sign type or characteristic is not permitted; R = the sign type or characteristic is required; NR = the sign type is permitted for non-residential uses only; "—" = the standard does not apply. Z = as established for the principal building by the applicable zoning district. * Flag poles shall not exceed highest point of the nearest principal building's roof on the premises or the maximum height allowed by line 5, whichever is lower. Note: for the American flag, readers are encouraged to consult the protocols established in 4 U.S.C. §§ 1 - 10. Violation of these protocols is not a violation of this division.								

Section 27-729(b)(1)

Temporary Sign	A sign typically made of lightweight or flimsy material that can be easily or quickly mounted or removed (such as cloth, canvas, vinyl, cardboard, wallboard, or other light temporary materials), with or without a structural frame, intended for a temporary period of display. <i>A temporary sign also includes a portable sign, pennant, twirling sign, or balloons</i> Note: Examples include real estate signs, election signs, opinion signs, placards, construction signs, or signs that advertise a grand opening or special event. This paragraph is provided to clarify the regulations and does not limit the content of incidental signs.	
Incidental Sign	A sign with copy located on a panel and mounted on a pole or a wall or similar structure, with or without a structural frame, that is normally incidental to the allowed use of the property, but can contain any message or content. Note: examples of incidental signs include directional signs, flags, menu boards, property or tenant identification names or numbers, names of occupants, signs on mailboxes or newspaper tubes, signs posted on private property relating to private parking, political signs or signs warning the public against trespassing or danger from animals. This paragraph is provided to clarify the regulations and does not limit the content of incidental signs.	

Section 27-729(b)(4)

Zoning Districts/TND T-Zone →		A-G, R, R-1, R-1(B), R-2, R-2(B), TND T-1, T-2, T-3, CS	R-3, R-4, R-5, R-6, R-M, TND T-4	C-0	C-1, TND T-5	C-D, TND T-6	C-2, C-3, M-1, B-P, TND D	M-2, M-3
Requirements ↓								
1.	Permitted?	Yes	Yes	Yes	Yes	Yes	Yes	Yes
2.	Permit required for temporary signs?	No	No	No	No	No	No	No
3.	Permit required for incidental signs?	Yes	Yes	Yes	Yes	Yes	Yes	Yes
4.	Number-total (max.)	2	2	2	—	—	—	—
Dimensions								
5.	Sign area, cumulative (maximum- sf) (up to the maximum area listed here or 10% of the building facade if attached, whichever is less)	36	48	48	100	150	300	300
6.	Height (maximum-feet)	4	4	4	6	4	6	6
Location								
7.	Property Line Setback (minimum-feet)	5	5	5	5	5	5	5
8.	Spacing between other detached signs (minimum-feet)	10	10	10	10	10	10	10
Design Characteristics								
9.	Digital	No	No	No	No	No	No	No
10.	Illumination, Internal	No	No	No	No	No	No	No
11.	Illumination, External	No	No	No	No	No	No	No
12.	Illumination, Halo Lit	No	No	No	No	No	No	No
13.	Channel Letters	No	No	No	No	No	No	No
14.	Changeable copy	No	No	No	No	No	No	No
Rules of Interpretation: Yes = the sign type or characteristic is permitted; No = the sign type or characteristic is not permitted; R = the sign type or characteristic is required; NR = the sign type is permitted for non-residential uses only; "—" = the standard does not apply. Z = as established for the principal building by the applicable zoning district.								

Section 27-729(c)

Table VIII-11-13 Banners								
Zoning Districts/TND T-Zone →		A-G, R, R-1, R-1(B), R-2, R-2(B), TND T-1, T-2, T-3, CS	R-3, R-4, R-5, R-6, R-M, TND T-4	C-0	C-1, TND T-5	C-D, TND T-6	C-2, C-3, M-1, B-P, TND D	M-2, M-3
Requirements ↓								
1.	Permitted?	Yes*	Yes*	Yes	Yes	Yes	Yes	Yes
2.	Permit required?	No	No	No	No	No	No	No
3.	Number (maximum per frontage for residential lots, per tenant for a multi-tenant building in a commercial or industrial district, or per single-tenant non-residential building)	1	1	1	1	1	1	1
Dimensions								
4.	Sign area (maximum-sf)	6	6	32	32	32	32	32
5.	Height (maximum-feet)	5	5	8	8	8	8	8
Location								
6.	Property Line Setback (minimum-feet)	5	5	5	5	5	5	5
7.	Spacing between other signs (minimum-feet)	10	10	10	10	10	10	10
Design Characteristics								
8.	Digital	No	No	No	No	No	No	No
9.	Illumination, Internal	No	No	No	No	No	No	No
10.	Illumination, External	No	No	No	No	No	No	No
11.	Illumination, Halo Lit	No	No	No	No	No	No	No
12.	Channel Letters	No	No	No	No	No	No	No
13.	Changeable copy	No	No	No	No	No	No	No
Rules of Interpretation: Yes = the sign type or characteristic is permitted; No = the sign type or characteristic is not permitted; R = the sign type or characteristic is required; NR = the sign type is permitted for non-residential uses only; "—" = the standard does not apply. Z = as established for the principal building by the applicable zoning district. * Advertising is not permitted.								

Section 27-729(d)(2)

Zoning Districts/TND T-Zone →		A-G, R, R-1, R-1(B), R-2, R-2(B), TND T-1, T-2, T-3, CS	R-3, R-4, R-5, R-6, R-M, TND T-4	C-0	C-1, TND T-5	C-D, TND T-6	C-2, C-3, M-1, B-P, TND D	M-2, M-3
Requirements ↓								
1.	Permitted?	No	No	Yes	Yes	Yes	Yes	Yes
2.	Permit required?	No	No	No	No	No	No	No
3.	Number (maximum per frontage)	—	—	1	1	1	1 for first 100 ft, then 1 per 200 ft (max. 3)	1
Dimensions								
4.	Sign area (maximum-sf)	—	—	32	32	32	32	32
5.	Height (maximum-feet)	—	—	12	12	12	12	12
Location								
6.	Property Line Setback (minimum-feet)	—	—	5	5	5	5	5
7.	Spacing between other signs (minimum-feet)	—	—	20	20	20	20	20
Design Characteristics								
8.	Digital	—	—	No	No	No	No	No
9.	Illumination, Internal	—	—	No	No	No	No	No
10.	Illumination, External	—	—	No	No	No	No	No
11.	Illumination, Halo Lit	—	—	No	No	No	No	No
12.	Channel Letters	—	—	No	No	No	No	No
13.	Changeable copy	—	—	No	No	No	No	No
Rules of Interpretation: Yes = the sign type or characteristic is permitted; No = the sign type or characteristic is not permitted; R = the sign type or characteristic is required; NR = the sign type is permitted for non-residential uses only; "—" = the standard does not apply. Z = as established for the principal building by the applicable zoning district. * Advertising is not permitted.								

Section 27-731

Table VIII-11-15 Center and Secondary Signs			
Zoning Districts/TND T-Zone →		C-0, C-1, C-D, C-2, C-3, M-1, B-P, M-2, M-3, and planned district equivalents; TND T-5, TND T-6, TND D	Projects >50,000 sf building area in CP-0, CP-1, CP-D, CP-2, or CP-3; or >5 acres in MP-1, BPP, MP-2, or MP-3
Requirements ↓			
1.	Number of monument signs per one street frontage ("Center Sign") (*see additional area and height restrictions below if a second center sign is used)	1	1 or 2 *
2.	Number of monument signs per additional street frontage ("Secondary Sign")	1	1 *
3.	Number of monument signs per main building (subject to maximum detached sign allocation in and lieu of the monument signs allowed in lines 2 and 3 above) ("Secondary Sign")	1	1
4.	Number-total	1 or 2 *	1 of 2 *
Dimensions			
5.	Sign area (maximum-sf)		
	Center Sign (maximum-sf)	N/A	100
	• Additional area per 1 foot of additional setback/maximum total area (applies only if there is a single Center Sign)	N/A	15/250
	Center sign - additional area allowed (above maximum in Sec. 27-727 and Sec. 27-728) for one street frontage where Center includes over 20,000 square feet of building area	33%	
	Secondary Signs (see lines 2-3 above) (maximum - sf)	50	50
6.	Height (maximum-feet)		
	Center Sign	N/A	20 (10 if there are 2 Center Signs)
	• Additional height per 1 foot of additional setback/maximum total height	N/A	1/30
	Monument sign height for Secondary Signs (see line 3-4 above)	12	8
Location			
7.	Property Line Setback (minimum-feet)		
	Center Sign	15	15
	Secondary Sign	5	5
8.	Spacing between other detached signs (minimum-feet)	10	10
Design Characteristics			
9.	Digital	Up to 30% of sign face	Up to 40% of sign face
10.	Illumination, Internal	Yes	Yes
11.	Illumination, External	Yes	Yes
12.	Illumination, Halo Lit	Yes	Yes
13.	Channel Letters	Yes	Yes
14.	Changeable copy	No	No
Rules of Interpretation:			
Yes = the sign type or characteristic is permitted; No = the sign type or characteristic is not permitted; R = the sign type or characteristic is required; NR = the sign type is permitted for non-residential uses only; "—" = the standard does not apply. Z = as established for the principal building by the applicable zoning district.			