

PLANNING COMMISSION MEETING AGENDA



July 7, 2026

6:00 PM

Email planning@centralpointoregon.gov

to request a Zoom link for virtual participation

www.centralpointoregon.gov

10. Meeting Called to Order

20. Roll Call

30. Correspondence

40. Approval of Minutes

A. Approval of the June 2, 2026 Meeting Minutes

50. Public Appearances

60. Business

A. SUB-26001 - Replat Lots 1-4 Block 2 Griffiths Addition into a single lot

70. Discussion Items

A. ZC-25003 Sign Code Project

80. Administrative Reviews

90. Miscellaneous

100. Adjournment

Individuals wishing to attend a meeting via Zoom or needing special accommodations such as sign language, foreign language interpreters, or equipment for deaf and hard of hearing people must request such services at least 72 hours before the City Council meeting. To make your request, please contact the City Recorder at 541-423-1015 (voice) or by e-mail to meetings@centralpointoregon.gov.

Si necesita traductor en español o servicios de discapacidades (ADA) para asistir a una junta pública de la ciudad por favor llame con 72 hora de anticipación al 541-664-3321 ext. 201.

[AGENDA_FOOT]

PLANNING COMMISSION MEETING MINUTES



June 2, 2026

6:00 PM

Email planning@centralpointoregon.gov

to request a Zoom link for virtual participation

www.centralpointoregon.gov

1. Meeting Called to Order

The meeting was called to order at 6:00 p.m.

2. Roll Call

Present: Alicia Van Riggs (Chair), Tom Van Voorhees, Jim Mock, Kay Harrison, Rick Aarons, Royce Chambers, Kelly Akin.

Staff: Stephanie Powers, Planning Director, and Cecelia Bagnoli, Community Planner I.

3. Correspondence

None.

4. Approval of Minutes

A. Approval of March 3, 2026 Meeting Minutes

Kay Harrison made a motion to approve the March 3, 2026 Minutes. Royce Chambers seconded. ROLL CALL: Alicia Van Riggs—yes; Tom Van Voorhees—yes; Jim Mock—yes; Kay Harrison—yes; Rick Aarons—yes; Royce Chambers—yes; Kelly Akin—abstain. **Motion Passed.**

5. Public Appearances

None.

6. Business

None.

7. Discussion Items

A. Sign Code Update.

Community Planner I Cecelia Bagnoli provided an update on the sign code amendment project, noting that approximately six months have passed since the December 2, 2025 meeting at which the Planning Commission

recommended that staff begin drafting sign code language. The purpose of the presentation was to refresh the Commission on the project and prepare for the July study session.

Ms. Bagnoli explained that the update applies to zones outside the Transit-Oriented Development (TOD) Overlay—including residential, commercial, and industrial areas—and does not include the TOD. She noted that the update is needed because current regulations are not legally defensible in all cases following the U.S. Supreme Court decision in *Reed v. Town of Gilbert*, which requires sign regulations to address time, place, and manner rather than content. She added that some existing standards do not reflect modern technologies such as digital signage and illumination, and that certain administrative procedures are unclear.

Ms. Bagnoli reviewed the project timeline, which anticipates a Planning Commission study session, Citizens Advisory Committee (CAC) meeting, and City Council discussion in July 2026, a heavy drafting period and CAC review in fall 2026, Planning Commission and City Council public hearings in winter 2026–2027, and an anticipated effective date of February 2027. She also outlined preliminary policy topics for consideration, including sign illumination standards, digital signage, billboards and roof signs, monument signs, signs in residential districts, a master sign plan option for larger developments, non-conforming sign regulations, and compatibility with Central Point's character.

Ms. Bagnoli described the public engagement plan, which includes public meeting opportunities through the Planning Commission, CAC, and City Council; development of a project webpage to serve as a central information hub; direct stakeholder outreach to the Chamber of Commerce and local businesses; a visual preference exercise for the Commission and the public; and a community sign tour using Google Maps to guide observation of existing signage during day and night.

The Commission discussed a range of topics related to the update, including the size, placement, and use of digital signs for off-premise advertising; the regulation of externally illuminated signs and potential application of dark sky principles; and the treatment of historic signs and whether provisions could be made for their preservation. Planning Director Stephanie Powers explained that the historic preservation overlay currently applies only to properties on the city's historic resource inventory and stated that staff will research whether historic signs could be added.

The Commission heard public comment from Larry Martin regarding temporary signs placed in the public right-of-way, particularly at the intersection of Taylor and Haskell, and questions about regulation of temporary signs during and outside campaign periods. Staff clarified that

temporary signs will be addressed in the update, that current regulations prohibit placement in the right-of-way without city permission, and that enforcement occurs through the code enforcement process when violations are reported.

The Commission also discussed the overall scope of the update, the treatment of civic zone signage inside and outside the TOD, and additional public engagement opportunities such as publicity in the community newsletter accompanying water bills, QR codes at the planning counter and library, social media outreach, and direct outreach to sign companies. Ms. Bagnoli confirmed that the update will bring zones currently lacking time, place, and manner standards into compliance. The Commission commended Ms. Bagnoli for her work on the project.

8. Administrative Reviews

None.

9. Miscellaneous

A. Planning Director Report

Planning Director Stephanie Powers reported that there will be two items on the July 7, 2026 agenda: 1) A replat for the East Pine Street Commercial Office project; and 2) Sign Code Amendment Discussion/Study Session. She also noted that the residential code amendments are anticipated to be brought to the Commission for a public hearing in August.

B. Planning Commissioner Reports

Commissioner Van Voorhees inquired about the regulation and purpose of Flock cameras in the city and raised concerns about privacy and data collection. Following brief discussion, Planning Director Stephanie Powers clarified that this is a policy matter for the City Council rather than a land use planning issue, and suggested commissioners raise such questions as citizens during the public comment portion of City Council meetings.

10. Adjournment

Commissioner Alicia Van Riggs moved to adjourn the meeting. The meeting was adjourned at 6:47 p.m.

The foregoing minutes of the June 2, 2026 Planning Commission meeting were approved at its meeting on July 7, 2026.

Alicia Van Riggs
Planning Commission Chair

June 30, 2026

Item Summary

Consideration of a Tentative Plan application to replat Lots 1-4 of Griffith’s Addition as one lot. The total acreage of the project site is approximately 0.6 acres, located at 802, 804, 832, 842 East Pine Street and is identified on the Jackson County Assessor’s Map as 37S 2W 02CC, Tax Lots 7600, 7700, 7800 and 7900 within the C-4, Tourist and Office Professional commercial zoning district.

Applicant: C. Woodruff Constructin (Cliff Woodruff);

Agent: Rhine-Cross Group, LLC (Lani Hickey).

Approval Criteria: CPMC 16.10 (Tentative Plans) and CPMC 17.44, C-4, Tourist and Office Professional District.

Associated Files: SPAR-26003

Staff Source

Justin Gindlesperger, Community Planner III

Background

On April 17, 2026, the the Planning Director approved a Site Plan and Architectural Review application to develop a 0.6 acre property with a multi-tenant commercial building on four (4) properties subject to conditions of approval (Attachment “D”). One of the conditions of approval is to consolidate platted properties to eliminate conflicts with the proposed improvements prior to building permit issuance. At this time, the Applicant is requesting tentative plan approval to replat and consolidate the properties (Attachment “B”).

The subject properties are located within the C-4, Toursit and Office Professional commercial zoning district with frontage along East Pine Street, South 8th Street and South 9th Street. The tentative plan does not propose any new streets and the approved access to the site is along the existing street South 8th Street frontage and along the public alley in the rear (South) of the site. Utilities are available to the site with water and sewer mains located in the adjacent right-of-way. Drainage facilities are proposed within the project area, collecting stormwater runoff prior to connection to existing facilities.

In the C-4 zone, there are no minimum/maximum site area requirements except as necessary to provide for on-site parking, landscaping and setback areas. As noted in the site plan approval in

File SPAR-26003 and as demonstrated in the Applicant's Findings of Fact and Conclusions of Law (Attachment "E"), the proposed tentative plan to replat existing property lines meets the development conditions for the C-4 zone.

Issues

There are no issues for the proposed replat.

Findings of Fact & Conclusions of Law

The tentative plan has been reviewed for conformance with the standards for tentative plans in CPMC 16.10 and the C-4 zoning district per CPMC 17.44 and found to comply as evidenced in the Applicant's Findings of Fact and Conclusions of Law (Attachment "E").

Recommended Conditions of Approval

Within one (1) year of tentative plan approval, the Applicant shall submit a Final Plat application for the replat of Lots 1-4 of Griffith's Addition, in accordance with standards and requirements set forth in CPMC 16.12.

Attachments

Attachment "A" – Project Location Map

Attachment "B" – Tentative Subdivision Plan

Attachment "C" – Griffith's Addition, dated 03/11/1911

Attachment "D" – Approved Site Plan

Attachment "E" – Applicant's Findings of Fact

Attachment "F" – Rogue Valley Sewer Services Staff Report, dated 06/17/2026

Attachment "G" – Resolution No. 942

Action

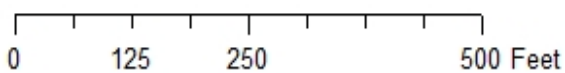
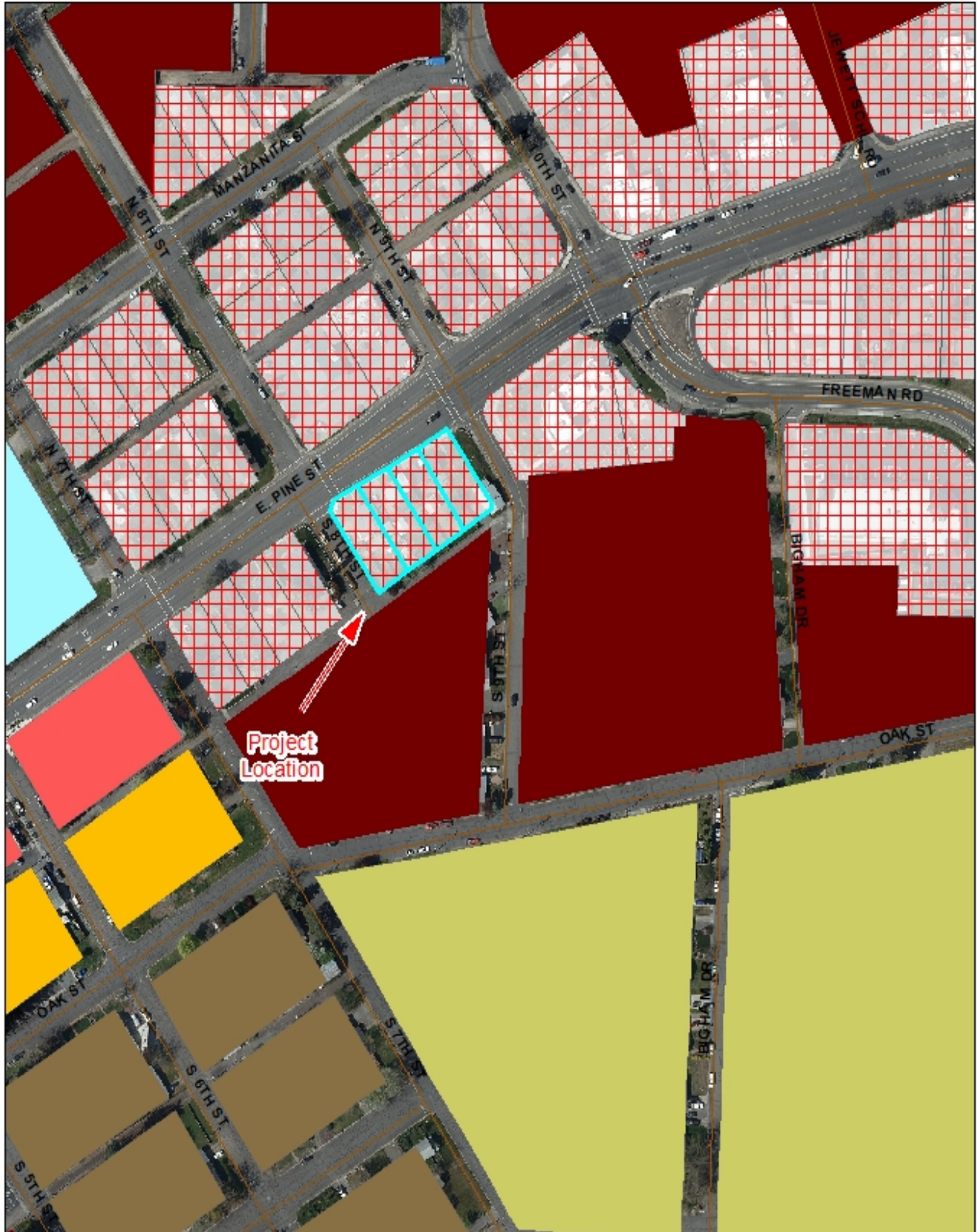
Open a public hearing and consider the proposed Tentative Subdivision Plan application and 1) approve; 2) approve with revisions; or 3) deny the application.

Recommendation

Approve Resolution No. 942, a Resolution approving the East Pine Street Tentative Subdivision Plan application to re-plat existing property boundaries.

Recommended Motion

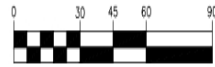
I move to approve Resolution No. 942, a Resolution approving the East Pine Street Tentative Subdivision Plan application per the Staff Report dated June 30, 2026.



PARTITION PLAT NO. _____

LOT CONSOLIDATION
A REPLAT LOTS 1-4 OF BLOCK 2 OF
"GRIFFITHS' ADD."
SITUATED IN THE SW1/4 OF
SECTION 2, T37S, R2W W.M.
CITY OF CENTRAL POINT
JACKSON COUNTY, OREGON

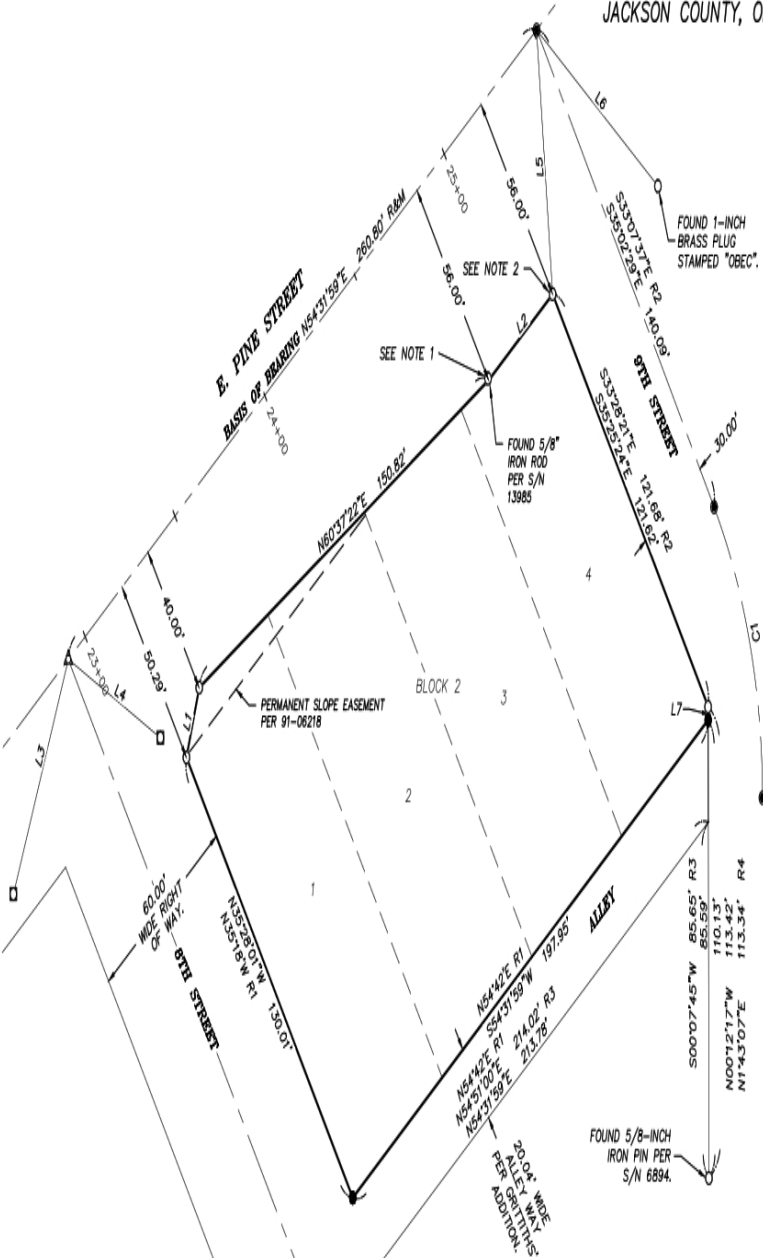
GRAPHIC SCALE



(IN FEET)
1 inch = 30 ft.

LEGEND:

- FOUND A 1-1/2-INCH DIAMETER ALUMINUM CAP STAMPED "OREGON DEPT. OF TRANS", PER S/N 13985. UNLESS OTHERWISE NOTED.
 - FOUND A 3-INCH DIAMETER BRASS CAP STAMPED "OREGON HIGHWAY DIVISION REFERENCE", PER S/N 13985.
 - ▲ FOUND AN ALUMINUM CAP STAMPED "NEATHAMER SURVEYING", PER S/N 22960.
 - FOUND A 0.40 SHELL CASING W/TACK AND BRASS WASHER MARKED "NEATHAMER SURVEYING", PER S/N 22960.
 - SET A 5/8" DIAMETER REBAR WITH A YELLOW PLASTIC CAP STAMPED "RHINE-CROSS GROUP LLC"
- PROPERTY LINE
- - - RIGHT OF WAY CENTERLINE
- - - LOT LINE PER BRYANT TRACTS NO. 2
- R1 RECORD INFORMATION PER GRIFFITHS' ADD.
R2 RECORD INFORMATION PER S/N 13985.
R3 RECORD INFORMATION PER S/N 7830.
R4 RECORD INFORMATION PER S/N 22960.
S/N SURVEY NUMBER.
R&M RECORD AND MEASURED.



Line #	Direction	Length
L1	N19°04'41"E	17.74'
L2	N54°31'59"E	35.52'
L3	S23°47'34"W R4	61.75'
L4	S65°41'49"E R4	45.90'
L5	S06°32'40"E R4	63.91'
L6	S55°43'17"E R4	66.66'
L7	S00°12'17"E N14°3'07"E R2	3.29'

NARRATIVE:

THIS SURVEY WAS PERFORMED AT THE REQUEST OF SIERRA AT PINE, LLC IN ORDER TO CONSOLIDATE LOTS 1 THRU 4 OF BLOCK 2 OF "GRIFFITHS' ADD", AS SHOWN.

BASIS OF BEARING IS PER S/N 23678 BETWEEN RECOVERED MONUMENTS ON THE CENTERLINE OF E. PINE STREET RIGHT OF WAY, AS SHOWN.

RECOVERED AND HELD MONUMENTS PER S/N 13985 ESTABLISHED THE SOUTHERLY RIGHT-OF-WAY LINE OF E. PINE ST AND THE WESTERLY RIGHT-OF-WAY LINE OF 8TH ST. HOLDING PARALLEL WITH THE CENTERLINE OF E. PINE STREET AND HOLDING THE RIGHT-OF-WAY OF THE ALLEY, THE SOUTHEASTERLY BOUNDARY LINE WAS ESTABLISHED. THE BOUNDARY LINE ALONG 8TH STREET WAS ESTABLISHED BY BEING PERPENDICULAR TO THE CENTERLINE OF E. PINE STREET.

EQUIPMENT USED WERE A TRIMBLE R121 GNSS BASE AND ROVER MONUMENTS TO BE SET IN NEAR FUTURE.

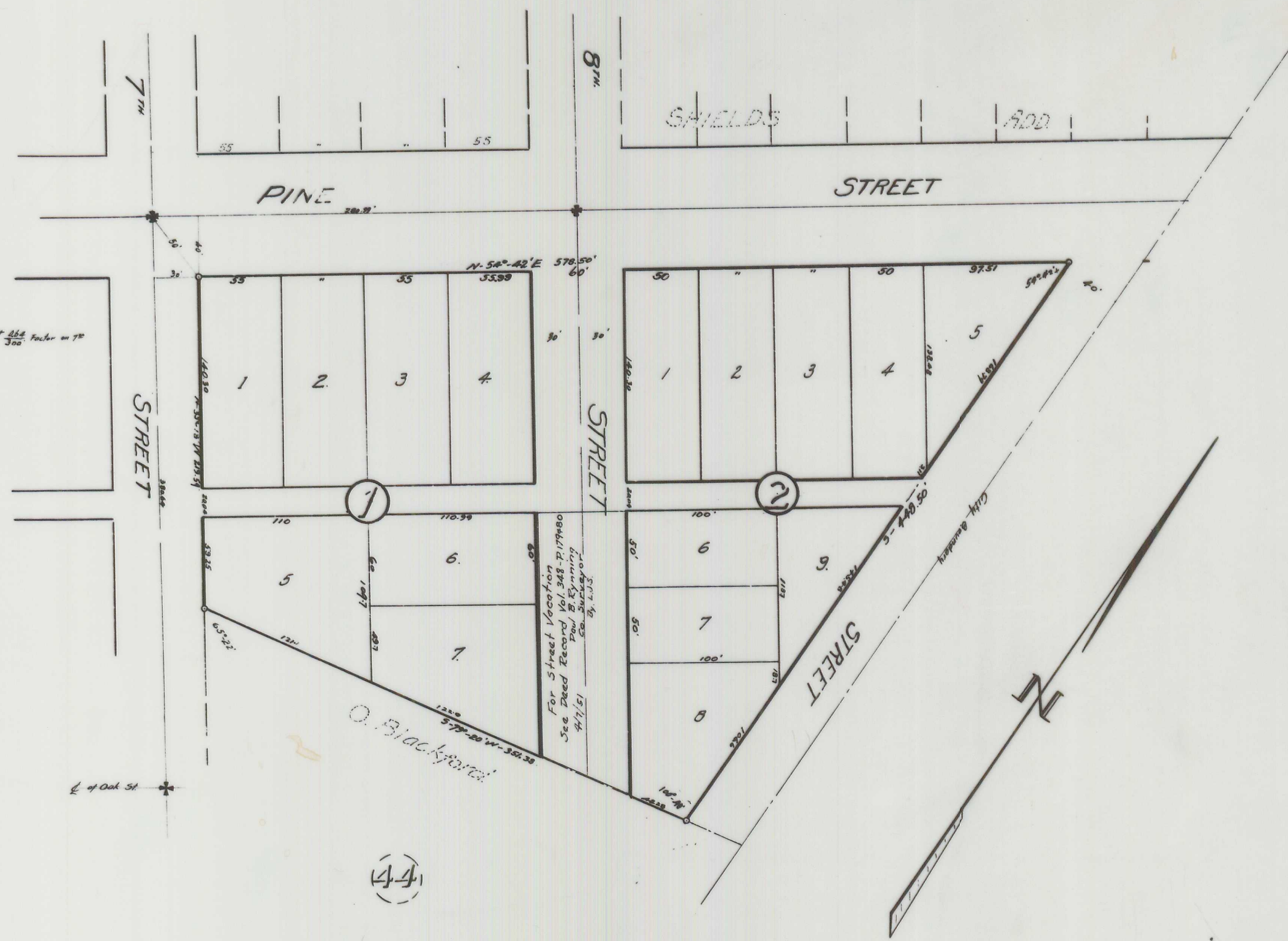
Curve #	Radius	Length	Delta	Chord Direction	Chord Length
C1	121.36'	74.55'	35°11'51"	S17°26'33"E	73.38'

NOTES:

1. THE OFFSET DISTANCE OF THE MONUMENT IS 55.50 FEET FROM THE CENTERLINE OF E. PINE STREET.
2. THE OFFSET DISTANCE OF THE MONUMENT IS 55.97 FEET FROM THE CENTERLINE OF E. PINE STREET.

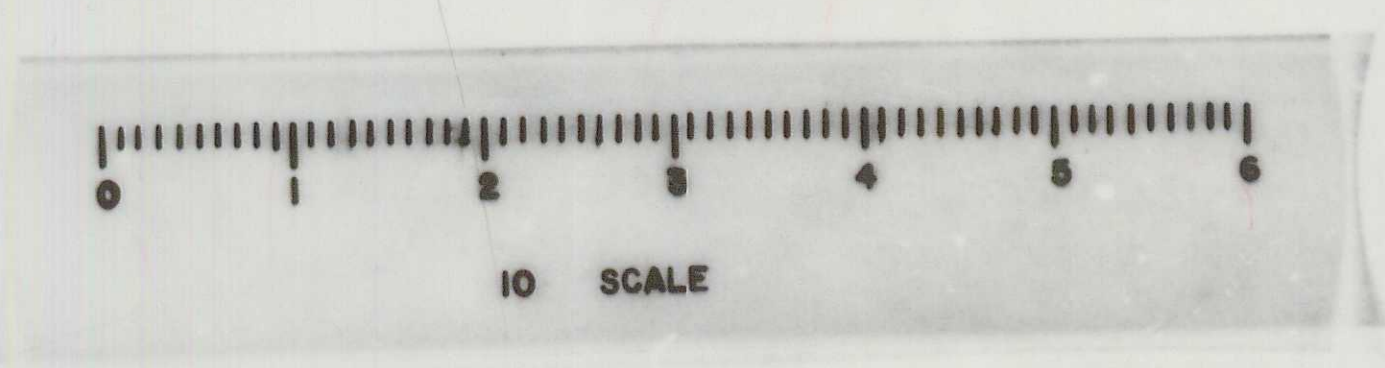
SHEET 1 OF 1

REGISTERED PROFESSIONAL LAND SURVEYOR OREGON SEPTEMBER 13, 2022 ORLANDO J. AQUINO 99356 EXPIRES: 12-31-27	SURVEY FOR: C. WOODRUFF CONSTRUCTION, LLC 1075 PLUMTREE LANE GRANTS PASS, OR 97526
	DATE: FEBRUARY 2026 PROJECT NO. 2483
	RHINE-CROSS GROUP LLC ENGINEERING - SURVEYING - PLANNING 112 N. 5TH STREET, SUITE 200 KLAMATH FALLS, OR 97601 Phone: (541) 851-9405 Fax: (541) 273-9200 admin@rc-grp.com



GRIFFITHS' ADD.
TO
CENTRAL POINT OREGON.

Scale 1"=50' L.W. Whiting, C.E.



DESCRIPTION.
Beginning at a point at the intersection of the S.E. line of Pine Street and the East line of 7th Street, said Point being S. 72°-10' E. 50 ft from the monument at the intersection of the above named Streets; thence N. 54°-42' E. 578.50 ft; thence South 448.50 ft; thence S. 79°-20' W. 351.38 to the East line of 7th St.; thence N. 35°-10' W. 219.59 ft on said East line to the point of beginning.

DEDICATION.
Know all men by these Presents that we John Griffith and Mamie Griffith his wife, are owners in fee simple of the above described land, and that we have subdivided the same into Lots, Streets, and Alleys as shown hereon; and that the attached Plat is a correct representation of said Subdivision and that we hereby DEDICATE to the public for public use all of the streets and Alleys as shown hereon; and that we hereby DESIGNATE said tract as "GRIFFITHS' ADD. to Central Point Oregon.

In witness whereof we set hereunto our hands and Seals this 18th day of February 1911.
Done in the presence of
James J. [Signature]
H. W. Lindsay

John Griffith (Seal)
Mamie Griffith (Seal)

State of Oregon } ss
County of Jackson } Personally appeared before me a Notary Public in and for said County and State the above named persons to me personally known, who executed the above Instrument freely and voluntarily for the purposes herein mentioned.
Done before me this 18th day of February 1911.

I, L.W. Whiting being first duly sworn do hereby certify that I have surveyed and marked with proper monuments the above described tract as shown hereon and that said Plat is a correct representation of said survey as made by me on the ground February 14, 1911.
Sworn to before me this 20th day of February 1911.

L. W. Whiting

Examined and approved by the TOWN Council of Central Point Oregon and recorded in vol. page 1911.

Clara B. [Signature]
Notary Public for Oregon

Examined and approved by me this 25th day of February 1911.

J. N. Jacobs
Recorder

Filed for record this 11th day of April 1911, at 4 o'clock and recorded in Vol 13 of Plats, Page 3 Records of Jackson County.

H. T. Lieve
County Assessor

For order of County Commissioners approving this plat see Vol 14 Page 115 of Commissioners' Journal of Proceedings.

John L. [Signature]
County Recorder

H. R. [Signature]
County Clerk
By Clara Thompson, Dpty.

Filed March 8th 1911
W. B. [Signature]
2-37

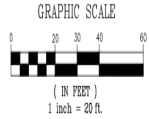
PRELIMINARY SITE PLAN

PINE ST RETAIL/OFFICE

SITUATED IN THE SW1/4 SW1/4 SECTION 02, T37S, R02W W.M.
 JACKSON COUNTY, OREGON
 CITY OF CENTRAL POINT
 JANUARY 2026



VICINITY MAP
 N.T.S.



SITE DATA:

CONSTRUCTION OF NEW 10,748 sq.ft. OFFICE AND RETAIL BUILDING WITH A TOTAL SITE ACREAGE = 0.60 ACRES

REQUIRED PER TABLE 17.64.02 OF THE CENTRAL POINT MUNICIPAL CODE:

PROPOSED USE IS A MIX OF PROFESSIONAL OFFICE AND RETAIL USING THE MORE CONSERVATIVE ESTIMATE OF OFFICE SPACE FOR THE MAXIMUM ALLOWABLE PARKING YIELDS THE FOLLOWING:

(OFFICE) REQUIRES 0-4 SPACES PER 1,000 SQ.FT.
 10,748 sq.ft. OF OFFICE/1,000 sq.ft. x 4 = 43 SPACES
 TOTAL MAXIMUM NUMBER OF STALLS ALLOWED = 43
 NO MINIMUM REQUIREMENT FOR PARKING.

APPLICANT IS PROPOSING 22 PARKING SPACES WHICH IS BELOW THE MAXIMUM NUMBER OF STALLS.
 20% OF PROPOSED PARKING (4 STALLS) SHALL BE BY READY

ONE ADA STALL IS REQUIRED FOR EVERY 25 PARKING SPACES, THEREFORE 1 ADA PARKING STALL IS REQUIRED AND PROVIDED.

0.33 BICYCLE PARKING SPACES ARE REQUIRED FOR EVERY 1,000 SQ.FT. OF OFFICE/RETAIL AREA. 10,748 / 1,000 x 0.33 = 3.54 SPACES REQUIRED. 4 BICYCLE PARKING SPACES ARE PROVIDED NEAR THE FRONT ENTRANCES.

PROPERTY INFORMATION:

ADDRESSES: 802, 804, 832, 842 E. PINE STREET

MAP: 372W00C

TAX LOTS: 7600, 7700, 7800, 7900

ZONE: COMMERCIAL (C-4) TOURIST & OFFICE PROFESSIONAL

SURROUNDING ZONE: C-4 & C-3

ACREAGE: 0.6 ACRES

TERRAIN: GENTLY SLOPING COMMERCIAL PROPERTY WITH EXISTING RESIDENTIAL STRUCTURES THAT WILL BE REMOVED

STREETS: CITY OF CENTRAL POINT

STORM WATER: CENTRAL POINT & ROGUE VALLEY SENIOR SERVICES

SANITARY SEWER: ROGUE VALLEY SENIOR SERVICES

WATER SERVICE: CITY OF CENTRAL POINT

EXISTING LAND USE: HIGH DENSITY RESIDENTIAL

PROPOSED LAND USE: COMMERCIAL OFFICE & RETAIL

UTILITIES: WATER, SEWER, GAS, POWER, TELEPHONE, CABLE ONSITE

STORMWATER:

ALL RUNOFF FROM PROPOSED IMPERVIOUS SURFACES WILL BE COLLECTED AND ROUTED TO ONSITE STORMWATER TREATMENT AND DETENTION FACILITY. THE FACILITY WILL BE DESIGNED TO MAXIMIZE INFILTRATION WHILE PROVIDING THE DETENTION STORAGE AND UNDERLYING ROCK TRENCH SECTION. A STORMWATER REPORT DETAILING THE DESIGN AND R.V.S.S. REQUIREMENTS WILL BE PROVIDED AT THE TIME OF ENGINEERING PLAN REVIEW.

PROPERTY INFORMATION:
 MAP NO. 372W00C
 TAX LOTS: 7600, 7700, 7800, 7900
 ZONE: C4 - TOURIST AND OFFICE
 ACREAGE: 0.60 ACRES
 TERRAIN: FLAT

UTILITIES:
 POWER: PACIFICORP
 GAS: AVISTA
 COMMUNICATIONS: CENTURY LINK
 STORMWATER: RIVSS
 WATER: CITY OF CENTRAL POINT
 SEWER: RIVSS

PROPOSAL:
 REMOVAL OF EXISTING RESIDENTIAL STRUCTURES AND RE-PLAT TO SINGLE PARCEL FOR A NEW MULTI-TENANT OFFICE BUILDING TOTALING APPROXIMATELY 10,754 SQ.FT.

OWNER:
 SIERRA AT PINE, LLC
 150 SIERRA LODGE DR
 GRANTS PASS, OR 97527

APPLICANT:
 CLIFF WOODRUFF CONSTRUCTION
 ATTN: CLIFF WOODRUFF
 1075 PLUMTREE LN
 GRANTS PASS, OR 97526
 (541) 479-3621

JURISDICTION:
 CITY OF CENTRAL POINT
 140 S. 3RD ST
 CENTRAL POINT, OR 97502
 (541) 864-3321

CIVIL ENGINEER/PLANNER:
 RHINE-CROSS GROUP
 112 N 5th ST - SUITE 200
 KLAMATH FALLS, OR 97601
 (541) 851-9405
 CONTACT: MARC CROSS, P.E.

SITE DATA & CALCULATIONS

TOTAL PARCEL AREA:	26,213 sq.ft.
PROPOSED BUILDING FOOTPRINT:	11,748 sq.ft.
% BUILDING COVERAGE:	44.8 %
TOTAL ONSITE PAVED PARKING AREA:	8,243 sq.ft.
% PAVED COVERAGE:	31.4 %
TOTAL SIDEWALK AREA:	2,190 sq.ft.
% SIDEWALK COVERAGE:	8.4 %
LANDSCAPE:	4,032 sq.ft.
LANDSCAPE COVERAGE:	15.4 %

SITE REQUIREMENTS
 (C-4 COMMERCIAL DISTRICT)
 Central Point Municipal Code Table 17.75.01

SETBACKS:

FRONT (E. PINE ST)	0 ft.
SIDE (8th AND 9th ST)	0 ft.
REAR: (ALLEY)	0 ft.*

* THE PROPERTY IS COMPLETELY SURROUNDED BY STREET AND ALLEY RIGHT OF WAYS, THEREFORE MINIMUM SETBACKS FROM ADJACENT RESIDENTIAL ZONES DO NOT APPLY.

MAXIMUM BUILDING HEIGHT:	35 ft.
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SITEPLAN NOTES:

- 1 PROPERTY LINE PER SURVEY NO. 1986 & 2878
- 2 PROPOSED NEW ACCESS DRIVEWAY, WIDTH AS SHOWN
- 3 EXISTING ONE WAY ALLEY TO REMAIN
- 4 EXISTING DRIVEWAYS (D) ALONG E. PINE STREET TO BE REMOVED AND SIDEWALK REPLACED.
- 5 NEW 8' WIDE SIDEWALK ALONG 6TH ST.
- 6 PROPOSED ASPHALT PARKING AREA.
- 7 POINT OF CONNECTION TO EXISTING POWER, TELEPHONE AND COMMUNICATIONS LINE. RUN SERVICE LINES TO BUILDING IN UNDERGROUND CONDUITS GENERALLY AS SHOWN.
- 8 POINT OF CONNECTION TO EXISTING STORM SYSTEM. STORMWATER TO BE ROUTED TO ONSITE INFILTRATION PLANTER WITH UNDERGROUND DETENTION STORAGE AS REQUIRED TO MEET R.V.S.S. STANDARDS.
- 9 EXISTING SANITARY SEWER LATERAL CONNECTION TO EXISTING R.V.S.S. SEWER MAIN TO BE USED FOR BUILDING SERVICE.
- 10 NEW 1" WATER METER TO BE INSTALLED. EXISTING RESIDENTIAL WATER METERS (4) TO BE REMOVED.
- 11 PROPOSED PEDESTRIAN CONNECTIONS TO STREET SIDE SIDEWALK
- 12 DOWNWARD FACING LED SITE LIGHTING WITH 20 HIGH LIGHT POLE FIXTURES LOCATED IN THE PARKING LOT.
- 13 PROPOSED 8' HIGH (8') SCREENED TRASH ENCLOSURE
- 14 BICYCLE PARKING - PROVIDE (4) SPACES FOR BICYCLE PARKING
- 15 PROPOSED TENANT SIGN BY SEPARATE PERMIT
- 16 EXISTING FIRE HYDRANT TO REMAIN (2 typ.)

SHEET INDEX

- T1 PRELIMINARY SITEPLAN
- LS01 PRELIMINARY LANDSCAPE PLAN

DICKERHOOF PROPERTIES
 P.O. BOX 1993
 CLATSOP COUNTY
 KLAMATH FALLS, OREGON 97601
 (541) 754-5859

RHINE-CROSS GROUP
 ENGINEERING SURVEYING & PLANNING
 112 N 5th ST - SUITE 200
 KLAMATH FALLS, OREGON 97601
 (541) 851-9405
 Fax: (541) 273-9200
 admin@rc-ftp.com

R-C GROUP
 REGISTERED PROFESSIONAL ENGINEER
 No. 2100
 OREGON
 REG. 11-31-2017
 01-20-2026

Pine St Office/Retail
 802-842 E. Pine St
 CENTRAL POINT, OREGON

SHEET NAME

SITEPLAN

DRAWN BY: MDC

CHECKED BY: MDC

DATE: JANUARY 2026

REVISIONS

SHEET NO. 2483

SHEET NO.

T1

Chapter 16.10 TENTATIVE PLANS

Sections:

16.10.010 Submission of application--Filing fee.

16.10.015 Application and review--Fees.

16.10.020 Scale.

16.10.030 General information.

16.10.040 Existing conditions.

16.10.050 Additional information.

16.10.060 Partial development.

16.10.070 Explanatory information.

16.10.080 Tentative plan approval.

16.10.090 Conditions on tentative plan approval.

16.10.100 Extension.

16.10.010 Submission of application.

The applicant shall submit an application and tentative plan together with improvement plans and other supplementary material as may be required to indicate the development plan and shall submit ten copies to the city together with a filing fee defined in the city's adopted planning application fee schedule. The diagrams submitted shall consist of three copies at the scale specified in Section [16.10.020](#) and one copy in an eight-and-one-half-inch by eleven-inch format.

FINDINGS OF FACT: Applicant is submitting the required documents for planning review.

16.10.015 Application and review -- Fees.

Applications and review thereof shall conform to the provisions of Chapter [17.05](#) and all applicable city ordinances and laws of the state. All costs of administrative and legal staff time costs, plans checks, construction inspection, preparation of agreements, in excess of the filing fee, shall be borne by the applicant and paid upon billing by city. Failure to pay such costs as billed shall constitute grounds for denial of final plat approval or building permits.

FINDINGS OF FACT: Applicant acknowledges the fee structure and the responsibility of the owner to submit the required fees.

16.10.020 Scale.

The tentative plan shall be drawn on a sheet eighteen by twenty-four inches in size or a multiple thereof at a scale of one inch equals one hundred feet or, for areas over one hundred acres, one inch equals two hundred feet, and shall be clearly and legibly reproduced.

FINDINGS OF FACT: Applicant is submitting the requested tentative plan on an eighteen by twenty-four inch sheet at one-inch equals one-hundred feet.

16.10.030 General information.

The following general information shall be shown on or included with the tentative plan:

A. Proposed name of the subdivision. This name must not duplicate or resemble the name of another subdivision in the county;

- B. Date, northpoint, and scale of drawing;
- C. Location of the subdivision by section, township, and range, and a legal description sufficient to define the location and boundaries of the proposed tract or the tract designation or other description according to the records of the county assessor;
- D. Names and addresses of the owner or owners, applicant and engineer or surveyor;
- E. A title report indicating all interests of record in the property which is the subject of the application.

FINDINGS OF FACT: A-E are included in the tentative plan.

16.10.040 Existing conditions.

The following existing conditions shall be shown on the tentative plan:

- A. The location, widths and names of all existing or platted streets or other public ways within or adjacent to the tract, easements, railroad rights-of-way and such other important features within or adjacent to the tract as may be required by the city;
- B. Contour lines related to some established bench mark or other datum as approved by the city when the city determines that the nature of the topography or size of the subdivision requires such data. Contour lines shall have the following minimum intervals:
 - 1. Two-foot contour intervals for ground slopes less than five percent;
 - 2. Five-foot contour intervals for ground slopes exceeding five percent;
- C. The location of at least one temporary bench mark within the plat boundaries;
- D. Location and direction of all watercourses and drainage systems;
- E. Natural features, such as rock outcroppings, marshes and wooded areas;
- F. Existing uses of the property, including location of all existing structures which the subdivider proposes to leave on the property after platting;
- G. The location within the subdivision and in the adjoining streets and property of existing sewers and water mains, culverts and drain pipes, and all other existing or proposed utilities to be used on the property to be subdivided and invert elevations of sewers at points of probable connections;
- H. Zoning on and adjacent to the tract.

FINDINGS OF FACT: The existing conditions are shown on the tentative plan to include A-G as applicable.

16.10.050 Additional information.

The following additional information shall also be included on the tentative plan:

- A. Streets, showing location, width, proposed names, approximate grades and approximate radii of curves and the relationship of all streets to any projected streets as shown of any development plan adopted by the city;
- B. Easements, showing the width and purpose;
- C. Lots, showing approximate dimensions, area of smallest lot or lots and utility easements and building setback lines to be proposed, if any;
- D. Sites, if any, proposed for purposes other than dwellings;
- E. Area in square footage of each lot and the average lot area.

FINDINGS OF FACT: The items listed in A-E above are shown as applicable in the tentative plan.

16.10.060 Partial development.

When the property to be subdivided contains only part of the tract owned or controlled by the applicant, the city may require a development plan of a layout for streets, numbered lots, blocks,

phases of development, and other improvements in the undivided portion, indicating inter-relationship with the portion sought to be divided. The city shall have authority to require that any adjacent parcel or parcels owned or controlled by the applicant but not included in the proposed subdivision boundaries be included in the development whenever inclusion of such parcel or parcels would be an appropriate extension of the development and in the best interests of the public, considering the development plan and the relationship between the surrounding area and the area of proposed development.

FINDINGS OF FACT: The site will not be subdivided; the purpose of this application is to consolidate the four existing lots from the subdivision into one legal lot.

16.10.070 Explanatory information.

Any of the following information may be required by the city and if it cannot be shown practicably on the tentative plan, it shall be submitted in separate statements accompanying the tentative plan:

- A. A vicinity map showing all existing subdivisions, streets and unsubdivided land ownerships adjacent to the proposed subdivision and showing how proposed streets may be connected to existing streets;
- B. Proposed deed restrictions in outline form;
- C. Approximate centerline profiles showing the proposed finished grade of all streets, including the extensions for a reasonable distance beyond the limits of the proposed subdivision;
- D. The approximate location and size of all proposed and existing water and sewer lines and storm drainage systems.

FINDINGS OF FACT: As applicable to this application the tentative plan shall show the items listed above where they are relevant to this submittal.

16.10.080 Tentative plan approval.

A. Approval of the tentative plan shall not constitute final acceptance of the final plat of the proposed subdivision or partition for recording; however, approval of the tentative plan shall be binding upon city for the purpose of the approval of the final plat if the final plat is in substantial compliance with the tentative plan and any conditions of approval thereof. A tentative plan approval shall expire and become void one year from the date on which it was issued unless the final plat has been approved pursuant to Chapter [16.12](#) or an application for extension is filed and approved subject to the requirements of Section [16.10.100](#) and Chapter [17.05](#).

FINDINGS OF FACT: Acknowledged

B. When it is the intent to develop a tentative plan and record a final plat in phases, the city, at the time of tentative plat approval, may authorize a time schedule for platting the various phases in periods exceeding one year, but in no case shall the total time period for platting all phases be greater than five years without review of the tentative plan for compliance with the current code and comprehensive plan. Each phase so platted shall conform to the applicable requirements of this chapter. Phases platted after the passage of one year from approval of the tentative plan will be required to modify the tentative plan as necessary to avoid conflicts with changes in the comprehensive plan or this chapter.

FINDINGS OF FACT: This application is for a re-plat of the existing four lots of the subdivision into one lot for development.

16.10.090 Conditions on tentative plan approval.

The city may attach to any tentative plan approval given under this chapter specific conditions deemed necessary in the interests of the public health, safety or welfare, including but not limited to the following:

A. Construction and installation of any on-site or off-site improvements, including but not limited to sidewalks, curbs, gutters, streets, street signs and street lights, traffic control signs and signals, water, storm drainage, sanitary sewer, and park and recreation improvements. In requiring off-site improvements, the city shall find that said improvements are reasonably related to the development and would serve a public purpose such as mitigating negative impacts of the proposed development.

All improvements required under this subsection shall be made at the expense of the applicant, and shall conform to the provisions of the Standard Specifications and Uniform Standard Details for Public Works Construction in the City of Central Point, Oregon, however, the city, in its discretion, may modify such standards and determine site-specific design, engineering and construction specifications when appropriate in the particular development;

B. An agreement by the owner of the property to waive, on his or her behalf, and on behalf of all future owners of the land, any objection to the formation of a local improvement district which may be formed in the future to provide any of the improvements specified in subsection A of this section;

C. An agreement by the owner of the property to enter into a written deferred improvement agreement, providing that one or more of the improvements specified in subsection A of this section shall be made by the owner at some future time to be determined by the city;

D. Any agreement entered into pursuant to subsections B or C of this section shall be recorded in the county recorder’s office and shall be intended to thereafter run with the land, so as to bind future owners of the lands affected. Any and all recording costs shall be borne by the applicant;

E. Any other conditions deemed by the city to be reasonable and necessary in the interests of the public health, safety or welfare.

FINDINGS OF FACT: Applicant and owner acknowledge that the city may place conditions of approval as noted in A-E above and will comply with the conditions for the completion of this re-plat.

16.10.100 Extension.

A. The community development director shall, upon written request by the applicant and payment of the required fee, grant a written one-year extension of the approval period; provided, that:

- 1. No changes are made to the original plan application as approved by the city;
- 2. There have been no changes in the code or comprehensive plan provisions on which the approval was based. In the case where the plan conflicts with a code or plan change, the extension shall be either:
 - a. Denied; or
 - b. At the discretion of the community development director re-reviewed as a modification per Section [17.09.300](#);

3. The extension request is made before expiration of the original approved plan.
- B. If the time limit expired and no extension has been granted, the tentative plan shall be void.
- FINDINGS OF FACT: Applicant and owner understand that a one year extension may be granted if the above requirements are met.**

Chapter 16.12

FINAL PLATS

16.12.010 Submission-Procedure.

Within one year after approval of the tentative plan, the applicant shall cause the subdivision to be surveyed and a final plat prepared and approved in conformance with the approved tentative plan. The applicant shall submit the final plat as required by state law and this title, three prints thereof, one eight-and-one-half-inch by eleven-inch reduction thereof, and any supplementary information, including any proposed separate document imposing further land use restrictions in the area.

FINDINGS OF FACT: Acknowledged

16.12.020 Submission—Fees.

At the time of submitting the final plat or partition plat to the city, the applicant shall pay a filing fee defined in the city's adopted planning application fee schedule.

FINDINGS OF FACT: Acknowledged

16.12.030 Information required.

In addition to that information otherwise specified by law, the following information shall be shown on the final plat:

- A. The date, scale, northpoint, legend and controlling topography such as creeks, highways and railroads;
- B. Legal description of the tract boundaries;
- C. Name and address of the owner, applicant and the registered professional land surveyor;
- D. Reference points of existing surveys identified, related to the plat by distances and bearings and referenced to a field book or maps, as follows:
 - 1. All stakes, monuments or other evidence found on the ground and used to determine the boundaries of the subdivision,
 - 2. Adjoining corners of all adjoining subdivisions,
 - 3. Township, section and donation land claim lines within or adjacent to the plat,
 - 4. Whenever the city has established and monumented the centerline of a street adjacent to or within the proposed subdivision, the location of this line and monuments found or reset,
 - 5. All other monuments found or established in making the survey of all the subdivision or required to be installed by provisions of this title;
- E. Tract boundary lines, rights-of-way (and centerlines) of streets; lots and block lines with dimensions, lot areas, bearing or deflection angles and radii, arcs, points of curvature and tangent bearings. Tract boundaries of street bearings shall be shown to the nearest ten seconds with basis of bearings. All distances shall be shown to the nearest one-hundredth of a foot. Error of closure shall be within the limit of one foot in ten thousand feet. No ditto marks shall be used. Lots containing one acre or more shall show total acreage to nearest hundredth;
- F. The width of the portion of streets being dedicated, the width of any existing rights-of-way and the widths each side of the centerline. For streets on curvature, all curve data shall be based on the street centerline and in addition to the centerline dimensions shall indicate thereon the radius and central angle;

- G. All easements, denoted by fine dotted lines, clearly identified and, if already of record, a reference to the record. The width of the easement and the lengths and bearings of the lines thereof and sufficient ties thereto to definitely locate the easement with respect to the subdivision must be shown. If the easement is being dedicated by the map, the owner's certificates of dedication shall make reference to it, or include it in the terms thereof;
- H. Lot numbers, beginning with the number "1" in each block;
- I. Block numbers, beginning with the number "1" and continuing consecutively without omission or duplication throughout the subdivision. The numbers shall be solid, of sufficient size and thickness to stand out and so placed as not to obliterate any figure. Block numbers in an addition to a subdivision of the same name shall be a continuation of the numbering in the original subdivision;
- J. Land parcels dedicated for any public purpose, as distinguished from lots intended for sale, shall be designated;
- K. Building setback lines, if any are to be made a part of the subdivision restrictions;
- L. The following certificates which may be combined where appropriate:
 1. A certificate signed and acknowledged by all parties having any record title interest in the land subdivided, consenting to the preparation and recordation of said map,
 2. A certificate of dedication signed and acknowledge as above,
 3. A certificate signed by the registered professional land surveyor responsible for the survey and final plat, accompanied by his seal,
 4. Provisions for all other certifications now or hereafter required by law.

FINDINGS OF FACT: Final Plat will include items A-L as applicable.

16.12.040 Supplemental information.

The following data shall accompany the final plat:

- A. A subdivision guarantee by a title company doing business in Jackson County, showing names of all persons whose consent is necessary for the preparation of said plat and for any dedication to public use, and their interest therein, certified for the benefit and protection of the City that the persons therein named are all of the persons necessary to give clear title to the streets and other easements therein to be offered for dedication. Said title report shall be dated no later than fifteen days from the date of submittal.
- B. If requested by city, sheets and drawings showing the following:
 1. Traverse data including the coordinates of the boundary of the subdivision and ties to section corners and donation land claim corners and showing the error of closure, if any;
 2. The computation of all distances, angles and courses shown on the final map;
 3. Ties to existing monuments, proposed monuments, adjacent subdivision, street corners and state highway stationing;
- C. A copy of any deed restrictions applicable to the subdivision;
- D. Written proof that all taxes and assessments on the tracts are paid to date.

FINDINGS OF FACT: Acknowledged

16.12.050 Staff review.

Upon receipt by the city, the final plat and other data shall be reviewed by the city to determine that the final plat as shown is substantially the same as it appeared on the approved tentative plan, that it complies with all conditions of tentative plan approval, and that there has been compliance with all applicable ordinances and state law; provided however, survey adequacy required by ORS [92.100](#) shall be approved by the county surveyor. The city may make such checks in the field as it may desire and it may enter the property for such purpose. If the city determines that full

conformity has not been made, it shall advise the applicant of the changes or additions that must be made for such purposes and shall afford the applicant an opportunity to make such changes or additions within a reasonable time to be established by the city.

FINDINGS OF FACT: Acknowledged

16.12.060 Final plat approval.

Review and approval or denial of final plats shall be made by city staff. Final plat approval shall be evidenced by signature of an authorized city representative on the original plat. The approval of the final plat by the city shall not be deemed to constitute or effect an acceptance for maintenance responsibility of any street or easement or way shown on the final plat.

FINDINGS OF FACT: Acknowledged

16.12.070 Agreement for improvements.

A. Before city approval is certified on the final plat, the applicant shall either install required improvements and repair existing streets and other public facilities damaged in the development of the subdivision or shall execute and file with the city an agreement between himself and the city, specifying the period within which required improvements and repairs shall be completed and providing that if such work is not completed within the period specified, the city may complete the work and recover the full cost and expense thereof from the subdivider. The agreement shall also provide for reimbursement to the city for the cost of inspection by the city.

B. Upon execution of the agreement described in this section, and upon satisfaction of the bond requirements of Section [16.12.080](#), city may issue building permits to the applicant or purchasers of lots within such subdivision improvements themselves, under the following terms and conditions, which shall be in writing and contained either in the original agreement for improvements or in a supplemental agreement:

1. Applicant must, prior to commencing construction under any such building permits, or allowing the commencement of construction thereunder, furnish a survey performed by a registered professional land surveyor meeting the requirements of state law, setting out the property corners for the lot for which the building permit or permits are to be issued, with either iron pins or wood stakes establishing said corners;
2. Applicant must submit a plan for the protection of streets and improvements that shall be satisfactory to city, and shall assume all responsibility for any additional or corrective work that may be necessary to the subdivision or any of the subdivision improvements, as determined by the city, as a result of the construction performed under the building permits authorized;
3. Applicant must indemnify and hold the city harmless from any and all liability by reason of the issuance of any such building permits or any injuries or damages incurred by any person by reason of construction under the permits or any claims of any sort arising out of the issuance of the building permit and construction performed thereunder;
4. Applicant shall not sell any of said lots or enter into any agreement for the sale of any such lots, unless applicant has first furnished to the city written proof of the fact that the applicant has:
 - a. Advised a purchaser or prospective purchaser that no certificate of occupancy will be issued by city until completion, approval and acceptance of the entire subdivision and improvements by the city, in accordance with the entire subdivision agreement;
 - b. Agreed to assume full and complete liability and hold city harmless by reason of the refusal by the city to issue any such certificate of occupancy until the provisions of the subdivision agreement and of this chapter shall have been met.

5. Neither applicant, nor any person on his behalf, shall allow another person to occupy any lot or improvements thereon until city has issued a certificate of occupancy.

C. City may issue a certificate of occupancy for any lot or improvement within the subdivision prior to full and final inspection, approval and acceptance of the entire subdivision and all improvements therein, if the council by a two-thirds majority shall authorize such issuance.

D. Any violation of this section shall be punishable under the general penalty ordinance of the city.

FINDINGS OF FACT: Applicant and owner acknowledge the items listed in A-D above and will comply with the requirements as noted by the city and are applicable to this submittal.

16.12.080 Bond.

A. The applicant shall submit to city, with the agreement for improvements, to assure his full and faithful performance thereof, one of the following:

1. A surety bond executed by a surety company authorized to transact business in the state, in the amount of the estimated cost of the improvements required;
2. Cash in the estimated amount of the improvements required;
3. An open letter of credit executed in a form satisfactory to the city in an amount of the estimated cost of the improvements required.

B. Such assurance of full and faithful performance shall be for a sum approved by the city as sufficient to cover the cost of the improvements and repairs, including related engineering and incidental expenses, administrative expenses, inflationary costs, and to cover the cost of city inspection.

C. In the event the applicant fails to carry out provisions of the agreement and the city has unreimbursed costs or expenses resulting from such failure, the city shall utilize the bond or cash deposit for reimbursement. In such case, if the amount of the bond or cash deposit exceeds cost and expense incurred by the city, it shall release the remainder and, if the amount of the bond or cash deposit is less than the cost and expense incurred by the city, the applicant shall be liable to the city for the difference.

FINDINGS OF FACT: Acknowledged

16.12.090 Filing.

Approval of the final plat by the city as provided by this regulation shall be conditioned on its prompt recording in accordance with state law. The applicant shall, without delay, submit the final plat for signatures of other public officials required by law. Approval of the final plat shall be null and void if the plat is not recorded within ninety days after city approval.

FINDINGS OF FACT: Acknowledged

Chapter 16.40 REPLATS

Sections:

16.40.010 Applicability.

16.40.020 Replat process.

16.40.010 Applicability.

A. A replat is the act of platting the lots, parcels and easements in a recorded subdivision or partition plat to achieve a reconfiguration of the existing subdivision or partition plat or to increase or decrease the number of lots in a subdivision.

FINDINGS OF FACT: The applicant is proposing a decrease in the number of lots of the existing subdivision from 4 lots to 1 lot.

B. The relocation of a common boundary line between two lots/parcels within a subdivision or partition shall not be considered a replat. A property line adjustment may occur in a platted subdivision or partition as provided for in Chapter [16.44](#). (Ord. 2120 §5, 2024).

FINDINGS OF FACT: The applicant is submitting a re-plat, not a relocation of a common boundary line between two lots or a partition.

16.40.020 Replat Process.

A. A replat tentative plan and final plat shall comply with the land division process specified in Chapters [16.10](#) and [16.12](#) with the following exceptions:

1. The word “replat” shall be shown in the title block;
2. The name or reference number of the previous plat and any additional recording information shall be retained in the title of the replat;
3. Blocks, lots/parcels and portions thereof which are being replatted shall be identified where applicable; and
4. Original plat information being deleted, abandoned or changed by the replat shall be shown lightly sketched or dotted on the drawing with a note of explanation. (Ord. 2120 §5, 2024).

FINDINGS OF FACT: The items listed in 1-4 above will be included on the replat tentative plan and final plan.

Chapter 17.05

APPLICATIONS AND DEVELOPMENT PERMIT REVIEW PROCEDURES

17.05.200 Type II procedure.

A. Pre-Application Conference. A pre-application conference is not required for a Type I permit application.

FINDINGS OF FACT: Pre-Application was held 9-4-2025 (PRE-25005)

B. Application Requirements.

1. Application Forms. Type II applications shall be made on forms provided by the planning department for the land development permit requested.

2. Submittal Requirements. A Type II permit application shall include:

a. The information requested on the application form;

b. Findings addressing the applicable regulations per Table 17.05.1. Note: At the discretion of the community development director, additional information may be required during the application process;

c. One set of pre-addressed mailing labels for all real property owners of record who will receive a notice of the application as required in subsection C of this section. The records of the Jackson County assessor's office are the official records for determining ownership. The applicant shall produce the notice list using the most current Jackson County assessor's real property assessment records to produce the notice list. The city shall mail the notice of application; and

d. The required fee.

FINDINGS OF FACT: Applicant has included all of the required information.

3. Notice of Acceptance. Within fourteen days of submittal, the community development director or designee shall notify the applicant in writing of:

a. The procedural type used for the application. In some circumstances, a Type II application may be referred to a Type III procedure. When such a referral is made, it shall be made at the time of notice of acceptance, after which the application shall be processed as a Type III application. When a Type II application is referred to a Type III application, no new application is required; and

b. Acceptance of the application; or

c. Nonacceptance of the application with an itemization of the deficiencies and deadline for correction of the deficiencies.

C. Notice of Application for Type II Decision.

FINDINGS OF FACT: Applicant understands the procedural process for this re-plat application.

1. No less than twenty days before the community development director makes a decision, written notice of the application shall be mailed to all of the following:

a. Applicant;

b. Owners of record of the subject property;

c. Owners of record within a minimum of two hundred fifty feet of the exterior boundaries of the site;

d. All city-recognized neighborhood groups or associations whose boundaries include the site;

- e. Any person who submits a written request to receive a notice; and
- f. Any governmental agency that is entitled to notice under an intergovernmental agreement entered into with the city. The city may notify other affected agencies. The city shall notify the county or ODOT, and the rail authority, when there is a proposed development abutting or within two hundred fifty feet of an affected transportation facility and allow the agency to review, comment on, and suggest conditions of approval for the application.

FINDINGS OF FACT: Applicant acknowledges the items listed in a-f above for notification.

2. The notice of application shall include:

- a. The street address or other easily understood reference to the site;
- b. The relevant approval criteria by name and number of code sections;
- c. The place, date and time the comments are due, and the person to whom the comments should be addressed;
- d. A description of the proposal and identification of the specific permits or approvals requested;
- e. A statement of the issues that may provide the basis for an appeal to the Land Use Board of Appeals must be raised in writing and with sufficient specificity to enable the decision maker to respond to the issue;
- f. The name and phone number of a city contact person;
- g. A brief summary of the local decision making process for the decision being made;
- h. A statement that all evidence relied upon by the community development director or designee to make this decision is in the public record, available for public review. Copies of this evidence may be obtained at a reasonable cost from the city;
- i. A statement that, after the comment period closes, the community development director or designee shall issue a Type II administrative decision, and that the decision shall be mailed to the applicant and to anyone else who submitted written comments or who is otherwise legally entitled to notice; and
- j. Contain the following notice:

Notice to mortgagee, lien holder, vendor, or seller: The City of Central Point Land Development Code requires that if you receive this notice it shall be promptly forwarded to the purchaser.

FINDINGS OF FACT: Acknowledged

3. The notice shall allow a fourteen-day period for the submission of written comments, starting from the date of mailing. All comments must be received by the city by five p.m. on that fourteenth day.

D. Administrative Decision Requirements. The community development director or designee shall make a Type II written decision addressing all of the relevant approval criteria and standards. Based upon the criteria and standards, and the facts contained within the record, the community development director or designee shall approve, approve with conditions, or deny the requested permit or action.

FINDINGS OF FACT: Acknowledged

E. Notice of Decision.

1. Within five days after the community development director or designee signs the decision, a notice of decision shall be sent by mail to:

- a. The applicant and all owners or contract purchasers of record of the site that is the subject of the application;
- b. Any person who submitted a written request to receive notice, or provides comments during the application review period;
- c. Any city-recognized neighborhood group or association whose boundaries include the site;
- d. Any governmental agency that is entitled to notice under an intergovernmental agreement entered into with the city, and other agencies that were notified or provided comments during the application review period; and
- e. Property owners located within two hundred fifty feet of the exterior boundaries of the subject property.

FINDINGS OF FACT: Acknowledged

2. The community development director or designee shall cause an affidavit of mailing the notice to be prepared and made a part of the file. The affidavit shall show the date the notice was mailed and shall demonstrate that the notice was mailed to the parties above and was mailed within the time required by law.

3. The Type II notice of decision shall contain:

- a. A description of the applicant's proposal and the city's decision on the proposal (i.e., may be a summary);
- b. The address or other geographic description of the property proposed for development, including a map of the property in relation to the surrounding area, where applicable;
- c. A statement of where a copy of the city's decision, and the complete planning file may be reviewed and the name and contact number of the city staff to contact about reviewing the file;
- d. The date the decision shall become final, unless appealed;
- e. A statement that only the applicant and persons who submitted comments prior to the comment deadline may appeal the decision; and

f. A statement briefly explaining how to file an appeal, the deadline for filing an appeal, and where to obtain further information concerning the appeal process.

FINDINGS OF FACT: Acknowledged

F. Effective Date. A Type II decision is final for purposes of appeal when the notice of decision per subsection E of this section is mailed by the city and becomes effective ten days from the date of mailing of the notice of decision. If an appeal is filed within the ten-day period, the decision does not become effective until the appeal is decided. Appeal process is governed by Section 17.05.550.

FINDINGS OF FACT: Acknowledged

G. Extensions. The community development director shall, upon written request by the applicant and payment of the required fee, grant a written one-year extension of the original or last extension approval period, provided:

1. The land development permit authorizes extensions;
2. No changes are made to the original application as approved by the city;
3. There have been no changes in the zoning, land division code, or applicable comprehensive plan provisions on which the approval was based. In the case where the plan conflicts with a code or comprehensive plan change, the extension shall be either:
 - a. Denied; or
 - b. At the discretion of the community development director, the request for extension may be re-reviewed as a modification per Section 17.09.300;
4. The extension request is filed on or before the expiration of the original or latest extension approval per subsection F of this section;
5. If the time limit expired and no extension request has been filed, the application shall be void. (Ord. 2041 §1, 2017; Ord. 2033 §3, 2017; Ord. 1989 §1(part), 2014; Ord. 1874 §1(part), 2006).

FINDINGS OF FACT: Acknowledged



ROGUE VALLEY
SEWER SERVICES
CLEAN WATER - HEALTHY COMMUNITIES

June 17, 2026

City of Central Point Planning Department
155 South Second Street
Central Point, Oregon 97502

Re: SPAR 26002 – 802-842 Pine St, Map 372W02CC Tax Lots 7600, 7700, 7800, & 7900

There is an existing 20 inch sewer main and four service lines to the existing tax lots. There is also an 8 inch sewer main along S. 9th Street and a 4 inch service line to tax lot 7900. Sewer service for the proposed development can be had by connecting one or more of the existing services for the new tax lot. building(s) will be located on one tax lot. Please note, sewer services in this area are known to be in poor shape. Prior to connection, the service(s) must be inspected to ensure they are in good working condition. All un-used services must be capped at the property line per RVSS standards.

The connection and inspection requirements will not be a condition of approval for the lot consolidation application. However, future development of the property will be subject to the following conditions:

1. Prior to construction, the applicant must obtain a no-cost abandonment permit from RVSS for each service to be abandoned.
2. The applicant must submit architectural plumbing plans to RVSS for the calculation of SDC fees.
3. The applicant must obtain a connection permit from RVSS and pay all related fees.
4. The applicant must have the existing service line video inspected in the presence of an RVSS inspector prior to connection.

Feel free to call me if you have any questions.

Sincerely,

Nicholas R Bakke, PE
District Engineer

PLANNING COMMISSION RESOLUTION NO. 942

**A RESOLUTION OF THE PLANNING COMMISSION APPROVING
A TENTATIVE SUBDIVISION REPLATTING 4 EXISTING LOTS INTO ONE LOT
TO BE KNOWN AS REPLAT OF LOTS 1-4 OF BLOCK 2 OF "GRIFFITHS' ADDITION"
SUBJECT TO CONDITIONS OF APPROVAL**

(File No: SUB-26001)

WHEREAS, the applicant has submitted a tentative plan application to re-plat and consolidate 4 properties in the commercial zone identified on the Jackson County Assessor's map as 37S 2W 02CC, Tax Lots 7600, 7700, 7800 and 7900 Central Point, Oregon; and

WHEREAS, the project site is located in the C-4, Tourist and Office Professional zoning district; and

WHEREAS, the application has been found to be consistent with the applicable approval criteria set forth in Title 16, Subdivisions and Title 17, Zoning as conditioned per the Staff Report dated June 30, 2026; and

WHEREAS, on July 7, 2026, at a duly noticed public hearing, the City of Central Point Planning Commission considered the Applicant's request for Tentative Plan approval for Replat of Lots 1-4 Block 2 of Griffiths Addition.

NOW, THEREFORE, BE IT RESOLVED:

Section 1: The City of Central Point Planning Commission hereby approves the Tentative Plan application for Replat of Lots 1-4 Block 2 of Griffiths Addition File No. SUB-26001 subject to the conditions in the Staff Report dated June 30, 2026 (Exhibit 1).

Section 2: This decision is based upon the Planning Department Staff Report dated June 30, 2026, attached hereto as Exhibit 1, including all attachments thereto, which are incorporated herein by reference.

PASSED by the Planning Commission and signed by me in authentication of its passage this 7th day of July, 2026.

Planning Commission Chair

ATTEST:

City Representative

June 30, 2026

To: Planning Commissioners
From: Cecelia Bagnoli, Community Planner I
Re: Sign Code Updates Study Session

Action Required Before the Meeting: Commissioners are asked to complete the [Google Self-Guided Sign Tour](#) prior to July 7. More information is provided below.

Background

With the exception of the Transit Oriented Development (TOD) Overlay, Central Point's sign regulations were established in the late 1960s and have received only minimal updates since. They are currently split between Title 15.24 (Sign Code) and Title 17 (Zoning), creating overlap, outdated provisions, and inconsistencies that make the code difficult to apply and administer.

In December 2025, staff presented an overview of the legal landscape, peer-jurisdiction approaches, and draft goals for the update. The Commission discussed illumination standards, digital signage, billboards, community character, and how signs should be regulated across different parts of the city. Following that discussion, the Commission adopted a Resolution of Intent to formally initiate the update. At the June 2, 2026 meeting, staff provided a project update and the Commission confirmed July 7th as the date for a study session.

The signage regulations update applies to all zones outside the TOD Overlay, and includes residential, commercial, and industrial zones. TOD sign standards are not being amended but are included as a reference and will be reviewed at the meeting for comparison.

A key focus of this code update is legal defensibility. Under the U.S. Supreme Court's decision in *Reed v. Town of Gilbert*, 576 U.S. 155 (2015), sign regulations must be content-neutral, meaning they must be based on a sign's physical characteristics—size, height, location, illumination, and orientation—rather than on what a sign says or the type of business it advertises. Accordingly, the Planning Commissioner's discussion will center on these physical characteristics, which the City can regulate, rather on sign content, which it cannot.

July 7th Study Session

➤ Google Self-Guided Sign Tour: Complete Before the Meeting

Staff has developed a Google Maps-based tour featuring sign examples throughout Central Point and surrounding communities. The tour can be completed online via Google Maps, or in

person by driving or walking parts of the route. It is designed to be viewed during both daytime and nighttime hours. Nighttime observation is especially encouraged, as illumination is a central topic for the update.

The tour is available here: [Self-Guided Sign Tour](#)

When completing the tour, pay particular attention to the following characteristics: illumination intensity (especially at night), sign scale relative to buildings and the streetscape, materials and design quality, and how well signs fit their surrounding environment.

➤ **Visual Preference Survey: Presented at the Meeting**

Staff has developed a Visual Preference Survey hosted on the project's community engagement webpage. At the July 7 meeting, staff will introduce the survey and commissioners will walk through the questions together as a group discussion. Following the meeting, commissioners will be asked to complete it individually. The survey will then be opened to the general public. Results will inform draft code language for sign size, placement, illumination, and design.

TOD Sign Standards

The TOD Overlay's sign standards will be presented at the meeting as a point of comparison. They are generally more design-forward than the current citywide regulations: they prohibit internally illuminated cabinet signs (the flat, plastic-faced box signs common in commercial areas) and instead allow external illumination, halo/backlit lighting, and neon. They emphasize pedestrian-scaled signage and tie sign size and placement to building frontage.

One specific question for the Commission: should the temporary sign standards currently included in the TOD Overlay be carried forward and applied to the zones covered by this update? The TOD temporary sign standards are included in Attachment A for reference.

Preliminary Policy Topics

The following topics will be addressed in the updated code. The study session discussion will help staff prioritize and shape the approach to each. Commissioners are asked: *does this list reflect your priorities, and is anything missing?*

Topic	Key Considerations
Sign Illumination	Should the TOD approach, which favors external and halo lighting over internally illuminated plastic cabinet signs, be extended to other zones? Should dark sky principles influence standards citywide?
Digital Signage	Digital signs (LED displays) are currently prohibited citywide except for scoreboards in civic zones. Should they be permitted in commercial or industrial zones, and if so, under what conditions?
Billboards	Currently prohibited citywide. Should they be reconsidered in commercial zones along Interstate 5?
Monument & Freestanding Signs	What standards for height, size, materials, and placement best fit Central Point's character and support safe, clear wayfinding?

Topic	Key Considerations
Residential Signs	What sign types, sizes, and illumination levels are appropriate in residential neighborhoods, including entry signs for subdivisions?

Next Steps

Following the July 7th study session, staff will:

- Summarize Commission feedback and survey results for use in code drafting;
 - Open the Sign Code Project Webpage and Visual Preference Survey to the public;
 - Conduct outreach to the Chamber of Commerce, local businesses, and sign professionals;
 - Present the project to the Citizens Advisory Committee on July 14, 2026;
 - Present the project to City Council on August 16, 2026; and
 - Begin preparation of draft code language for Commission review in fall 2026.
-

Attachments

- Attachment A — Current TOD Overlay Sign Standards (CPMC Title 17)
- Attachment B — Current Citywide Sign Code (CPMC Title 15.24 and Title 17 Sign Provisions)

CPMC 17.67.050 **Site design standards.**

M. Signs.

1. The provisions of this section are to be used in conjunction with the city sign regulations in Chapter **15.24**. The sign requirements in Chapter **15.24** shall govern in the TOD overlay with the exception of the following:

- a.** The types of signs permitted shall be limited only to those signs described in this chapter.
- b.** Decorative exterior murals are allowed and are subject to review and criteria by planning commission or architectural review committee appointed by city council.
- c.** Signs that use images and icons to identify store uses and products are encouraged.
- d.** Projecting signs located to address the pedestrian are encouraged.

2. Sign Requirements. Signs within the TOD overlay shall comply with the standards in Table 17.67.050(1).

Table 17.67.050(1) Sign Requirements				
Sign Type	LMR and MMR	HMR (a)(b)	C and OS	EC and GC
Freestanding/Monument				
Permitted	Yes			
Internally Illuminated	Prohibited			
Max. Number	1			
Max. Height (Measured from Finished Grade)	4 feet	8 feet	20 feet	
Sign Area/Building Face	16 square feet	20 feet	50 square feet	
Total Sign Area–All Building Faces	32 square feet	48 feet	100 square feet	
Location	At entry point to housing complex or subdivision		Outside of public right-of-way	
Wall and Projecting				
Permitted	Yes			
Internally Illuminated	Prohibited			
Max. Number	1		No limit	
Max. Height	Lowest part at least 8 feet above underlying grade for projecting signs			
Sign Area/Building Face	8 square feet		Principal facade; 1.5 square feet for each linear foot of business frontage, not to exceed 2 square feet of frontage if 20-foot r-o-w.	
Sign Area/Building Face	8 square feet			

Table 17.67.050(1) Sign Requirements

Sign Type	LMR and MMR	HMR (a)(b)	C and OS	EC and GC
Total Sign Area–All Building Faces	16 square feet			Secondary facade; 2 square feet of linear business frontage. Determined by linear distance of building frontage
Location	Signs shall not project more than 4 feet from a building wall unless attached to a canopy			

Temporary (d) (e)

Permitted	Yes			
Internally Illuminated	Prohibited			
Max. Number	2		4	
Max. Height	3 feet		NA	
Sign Area/Building Face	6 square feet		32 square feet	
Total Sign Area–All Building Faces	24 square feet		64 square feet	
Location	Outside of street right-of-way			
Time Limit	120 days			

Directional

Permitted	Yes			
Internally Illuminated	Prohibited			
Max. Number	1 per driveway		2 per driveway	
Max. Height	3 feet			
Sign Area/Building Face	6 square feet			
Total Sign Area–All Building Faces	24 square feet			
Location	Adjacent to private driveway or sidewalk			

Scoreboard (c)

Permitted	No	No	CUP	No
Internally Illuminated	NA		Yes	NA
Max. Number	NA		Yes	NA
Max. Height	NA		30 feet	NA
Max. Sign Area	NA		525 square feet	NA

Table 17.67.050(1) Sign Requirements

Sign Type	LMR and MMR	HMR (a)(b)	C and OS	EC and GC
Location	NA		Per CUP	NA

Note:

- (a) For ground commercial uses in the HMR district.
- (b) For residential uses in the HMR district.
- (c) Scoreboards allowed only as a conditional use within the Civic district.
- (d) Sidewalk A-frame boards (1) within fixed dimensions and not obstructing public right-of-way.
- (e) Temporary commercial banners to promote grand openings, 30 to 60 days per year maximum with planning permit.

3.

Sign Materials. Unless otherwise exempt, or authorized by the planning commission, all signs must comply with the following design criteria:

a.

The base materials for a freestanding sign shall be natural materials including stone, brick, or aggregate.

b.

Building/sign proportionality as referenced in Table 17.67.050(1).

c.

Sign illumination shall be limited to external illumination to include conventional lighting and neon, if neon is applied to the sign plane area. External illumination is understood to include "back lit" or "halo" lighting. Internally illuminated signs are prohibited except as provided under Table 17.67.050(1) for scoreboards.

4. Prohibited Signs.

a. Internally illuminated signs;

b. Roof signs;

c. Reader boards;

d. Flashing signs;

e. Electronic message/image signs on which copy is created through the use of a pattern of lights in a dot matrix configuration, which may be changed intermittently;

f. Bench signs;

g. Balloons or streamers.

CHAPTER 15.24
SIGN CODE¹

§ 15.24.010. Title.

This chapter shall be known as the Central Point Sign Code, may be cited as such and may be referred to in this chapter as "this code."
(Ord. 928 § 1, 1968)

§ 15.24.020. Purpose and scope.

- A. The purpose of this code is to protect the health, safety, property and welfare of the public by regulating the design, quality of materials, construction, location, electrification, illumination and maintenance of all signs and sign structures not located within a building or affixed to a moving or movable motor vehicle. Whenever the building official is required by the terms of this chapter to exercise his discretion in granting or withholding permission, in approving or disapproving an installation or proposed installation, or in determining whether a sign is so maintained or designed as to violate the requirements of this code, such discretion shall be exercised in furtherance of the purposes of this chapter herein expressed.
- B. Nothing in this code permits the erection or maintenance of any sign or sign structure at any place or in any manner unlawful under any other ordinance.
- C. This chapter shall not be construed to relieve from or lessen the responsibility of any person or persons constructing, erecting, installing, operating, owning or leasing a sign within the city limits for damages to anyone injured by any defect therein nor shall the city or any agent thereof be held as assuming any such liability by reason of the approval and issuance of a permit authorizing construction, erection or installation of the same.

(Ord. 928 § 2, 1968)

§ 15.24.030. Definitions.

Words used in the singular include the plural, and the plural the singular. Words used in the masculine gender include the feminine, and the feminine the masculine. As used in this code, unless the context requires otherwise:

1. "Advertising area" means the area of the display surface of a sign plus the area of any cutouts or cutout displays which project beyond the display surface to the extent to which they add to the area of the display surface.
2. "Approved plastic materials" shall be those specified in U.B.C. Standard No. 52-1-64 which have a flame spread rating of two hundred twenty-five or less and a smoke density not greater than that obtained from the burning of untreated wood under similar conditions when tested in accordance with U.B.C. Standard No. 52-1-64. The products of combustion shall be no more toxic than the burning of

1. For statutory provisions restricting the placing of signs near highways, see ORS 377.715 et seq.

untreated wood under similar conditions.

The use of plastic materials in design and construction shall conform to specifications as set forth in the Uniform Sign Code, 1964 edition, Chapter 4, Section S-402.

3. "Billboard" includes printed billboards, poster billboards and multiple-copy billboards.
4. "Blanket or blanketing," when applied to signs projecting over a public sidewalk, means the partial or complete shutting off of the view of the display surface of a sign by another sign, when viewed by a person standing upon the sidewalk.
5. "Building line" means a line established by ordinance beyond which no building may extend. A building line may be a property line.
6. "Building official" means the officer or other person charged with the administration and enforcement of this code or his duly authorized deputy.
7. "Combination sign" means any sign incorporating any combination of the features of a ground sign, projecting sign, roof sign and sign tower.
8. "Curb line" means the line at the face of the curb nearest to the street or roadway. In the absence of a curb, the curb line shall be established by the city engineer.
9. "Cutout" includes every type of display in the form of letters, figures, characters, representations or others in cutout or irregular forms attached to or superimposed upon a billboard.
10. "Cutout display" includes every type of display in the form of letters, figures, representations or others in cutout or irregular form attached to or superimposed upon a sign other than a billboard.
11. "Display surface" means the area made available by the sign structure for the purpose of displaying the advertising message.
12. "Electric sign" means any sign containing electrical wiring but does not include signs illuminated by an exterior light source.
13. "Ground sign" means a sign which is supported by one or more uprights, poles or braces in or upon the ground other than a combination sign.
14. "Horizontal sign" means a projecting sign other than a vertical sign.
15. "Incombustible material" means any material which will not ignite at or below a temperature of one thousand two hundred degrees Fahrenheit during an exposure of five minutes and which will not continue to burn or glow at that temperature when tested in accordance with U.B.C. Standard 52-1-64.
16. "Maintain" means to allow to exist or continue; also, where the context indicates, to keep in a safe, neat and clean condition.
17. "Marquee" means a permanent roofed structure attached to or supported by a

building and projecting beyond the building.

18. "Multiple-copy billboard" means a sign supported by a substantial permanent sign structure with a display surface wholly or partially consisting of panels which rotate periodically to show multiple advertising measures.
19. "Nonstructural trim" includes the moldings, battens, caps, nailing strips and latticing, letters and walkways which are attached to a sign structure.
20. "Painted billboard" means a sign supported by a substantial permanent sign structure with a display surface which is primarily designed for the purpose of painting and advertising messages thereon.
21. "Painted sign" means any sign, except a temporary sign, the subject matter of which is painted directly upon the surface of a building or structure.
22. "Plastic materials" means those made wholly or principally from standardized plastics listed and described in U.B.C. Standard 52-1-64.
23. "Portable display surface" means a display surface temporarily affixed to a standardized sign structure which is regularly moved from sign to sign at periodic intervals.
24. "Portable ground sign" means a sign which, with its supports and accessories, is designed to be mobile and which is supported by the ground but not affixed to any pole, building or other permanently-located sign-bearing structure.
25. "Poster billboard" means a sign supported by a substantial permanent sign structure with a display surface which is primarily designed for the purpose of posting an advertising message thereon by means of pasting, glueing or similar method.
26. "Projecting sign" means a sign other than a wall sign which projects beyond the building or building line.
27. "Projection" means the distance which a sign extends beyond the building or building line.
28. "Roof sign" means a sign erected upon or above a roof of a building or roof structure.
29. "Royal facing" means a display surface attached to or superimposed upon a billboard, which display surface is not surrounded by a border or trim and which display surface is not a cutout.
30. "Sign" means any medium which is used or intended to be used to attract attention to the subject matter for advertising purposes other than paint or ornamental trim on a building.
31. "Sign structure" means the supports, uprights, braces and framework of the sign.
32. "Sign tower" means a tower erected for the specific purpose of supporting a sign or having a sign attached flat against its face or faces. A sign tower may or may not be

an integral part of a building.

33. "Structure" means that which is built or constructed, an edifice or building of any kind or any piece of work artificially built up or composed of parts joined together in some definite manner.
 34. "Temporary sign" includes any sign, banner, pennant, valance or advertising display constructed of cloth, canvas, light fabric, cardboard, wallboard or other light materials, with or without frames, intended to be displayed for a limited period of time. A temporary sign shall also mean and include any sign or advertising display constructed of metal, wood, masonite, neon, glass, plastic or other permanent material or any combination thereof, either illuminated or nonilluminated, which is not permanently fastened to any sign structure, sign tower or building.
 35. "Uniform Building Code" means the Uniform Building Code, 1964 Edition, drafted by the International Conference of Building officials, a copy of which is on file in the office of the building official, and which Uniform Building Code, by this reference, is incorporated in this code to the extent only of specific citations thereof in this code.
 36. "U.B.C. Standard" means standards as set forth in the Uniform Building Code, Volume 3.
 37. "Vertical sign" means a projecting sign having a greater vertical than horizontal dimension.
 38. "Wall sign" means any sign painted on, attached to, or erected against the wall or parapet of a building or structure with the exposed face of the sign in a plane parallel to the plane of said wall.
- (Ord. 928 § 3, 1968)

§ 15.24.040. Compliance with code.

- A. No person shall erect, construct, enlarge, move or maintain any sign or sign structure or permit the same to be done contrary to any of the provisions of this code.
 - B. No person in control of any premises within the city shall permit thereon any sign which violates the provisions of this code.
- (Ord. 928 § 4, 1968)

§ 15.24.050. Permit–Application.

- A. No person shall erect or construct any sign unless a sign permit has been issued by the building official for such sign. A separate permit shall be required for each sign. Provisions of this section shall apply to existing signs when they are reinstalled or reset.
- B. No person having a permit to erect the sign shall construct or erect the same in any manner except in the manner set forth in his application for permit therefor.

- C. No person shall remove or demolish a sign or sign structure without a permit if the sign or sign structure or any part thereof projects over a public street, sidewalk or way, except that this shall not apply to signs for which a permit to erect would not have been required in the first instance.
- D. Application for a sign permit shall be made in writing upon forms furnished by the building official. Such application shall contain the location of the proposed sign by street and number, the name and address of the sign owner and of the person erecting the sign, the type of construction of the sign, the design and dimensions and the type of sign supports, and such other information as may be required by the building official.
- E. The building official shall require the filing of plans or other pertinent information where, in his opinion, such information is necessary to insure compliance with this code and provisions of the Uniform Building Code regarding construction, materials and safety which he finds to be applicable to the type, size and location of the sign for which the permit is sought. Applicants must be qualified and hold a currently valid license for performing such service in the city; provided that this shall not apply to the owners who are exempt from annual licensing requirements under this chapter.
- F. The building official shall issue a permit for a sign covered by the application duly made, unless the proposed sign would be in violation of the provisions of this code or the zoning ordinance, or any statute or any ordinance or administrative rule or regulation of the city.
- G. It shall be the duty of any person to whom such a permit is issued to notify the building official within eighteen hours after the sign has been erected or completed. (Ord. 928 § 5, 1968)

§ 15.24.060. Permit–Exceptions.

- A. The following operations shall not require a sign permit but shall conform to all other applicable provisions of this code:
 - 1. The changing of the advertising copy or message on a painted or printed sign or a billboard or on a theater marquee and similar signs specifically designed for the use of replaceable copy;
 - 2. Painting, repainting, cleaning and normal maintenance and repair of a sign or sign structure unless a structural change is made.
- B. The following types of signs if located entirely on private property shall be exempt from permit requirements, but shall conform to all other applicable provisions of this code:
 - 1. Announcing Signs. Signs announcing the names of architects, engineers or contractors of a building under construction, alteration or repair and signs announcing the purpose for which the building is intended; provided, such signs shall not exceed fifty square feet in display area and must be removed

promptly upon completion of the building involved;

2. Real Estate Signs. Signs not exceeding thirty-two square feet in area advertising the sale, rental or lease of the premises on which they are located;
3. Political Campaign Signs. Signs or posters not exceeding five square feet in display surface, announcing candidates seeking political office. Such signs shall be removed ten days after the election for the office sought;
4. Memorial Signs. Memorial signs or tablets, names of buildings and date of erection when cut into any masonry surface or when constructed of bronze or other incombustible materials;
5. Municipal Signs. Traffic or other municipal signs, legal notices or railroad crossing signs;
6. Public Service Signs. Signs of public service companies indicating danger and aids to service and safety;
7. Incidental Signs. Nonelectric signs not exceeding five square feet in display surface indicating services, trading stamps, prices, credit cards or other information relating to products sold or services rendered on premises;
8. Small Signs. Signs not exceeding three square feet in display surface which are nonelectrical and which indicate the name and occupation of building tenants and are attached flat against the building;
9. Public Signs. Signs of a public, noncommercial nature which include safety signs, danger signs, trespassing signs, signs indicating scenic or historic points of interest and all signs erected by a public officer in the performance of a public duty;
10. Room, Board and Rental Signs. Signs on the premises announcing rooms for rent or apartments or houses for rent, not exceeding five square feet in area;
11. Traffic Directing Signs. Nonelectric directional signs indicating traffic movement onto a premises or within a premises not exceeding three square feet for each sign and one such sign per entrance to the premises. Directional signs on paving shall be exempt from the size standards indicated above;
12. Holiday Decorations. Holiday decorations which bear or contain a message, words, pictures or are ornamental using banner, flags, posters, pennants, ribbons, streamers, strings of electric lamp and/or spinner or other illuminated objects of a display nature and which are appropriate to the season or day being celebrated.

(Ord. 928 § 6, 1968)

§ 15.24.070. Permit–Fees.

The application for a sign permit shall be accompanied by a fee in accordance with the fee schedule established by this jurisdiction.

(Ord. 928 § 7, 1968; Ord. 1391 § 7, 1980; Ord. 1781 § 5, 1997)

§ 15.24.080. Annual license required.

- A. Except as provided in subsection C of this section, no person shall hang, rehang, paint or repaint, place, construct, install or structurally alter any sign, nor shall any person repair any electric sign, projecting sign, wall sign, roof sign, combination sign, or billboard without first having obtained a license for the work from the recorder. The license shall be in lieu of a business license, which shall not be required unless work beyond the scope of this section is performed.
- B. The fees for the license required by subsection A of this section shall be according to the schedule for fees for business licenses as set forth in Section 5.04.090 of this code and shall be for the same term as provided therein. It is unlawful for a commercial sign painter to paint or repaint a painted sign without painting thereon his license number.
- C. Nothing in this code shall prohibit an owner from constructing, hanging, repainting, rehangng, repairing, placing, installing, or structurally altering any sign if:
 - 1. The sign standards set forth in this code have been complied with;
 - 2. The permit to perform the work specified has been issued as provided in this code; and
 - 3. The sign is placed on the premises of the business project or activity to which it refers.

For the purposes of this section, an owner is a person who owns or has a controlling interest in the sign and the premises on which it is to be placed, and who is engaged in or has an interest in the business project or property to which the sign refers.
- D. If a person who has secured a license under the provisions of this section fails to comply with any of the provisions of this code, the council may revoke his license after holding a public hearing thereon.
- E. Except as permitted under the provisions of subsection C of this section, no license may be issued under this section which would permit anyone to engage in the business of installing or repairing electrically illuminated signs unless such person has a state electrical contractor's license and a state limited journeyman sign electrician's license or limited journeyman sign service electrician's license as required by ORS 479.510 or 479.850 and Rules 12-005 through 12-040 of Chapter 839 of Oregon Administrative Rules. It is unlawful for any person not exempt under subsection C of this section to engage in the installation or servicing of an electrically illuminated sign unless he is the holder of such licenses therefor as are required by the state. For the purposes of this subsection, the term "servicing" shall not include painting.

(Ord. 928 § 8, 1968; Ord. 1259, 1976)

§ 15.24.090. Inspection.

All signs for which a permit is required may be inspected at least annually by the building official. The building official may inspect footings for ground signs and sign towers.

(Ord. 928 § 9, 1968)

§ 15.24.100. Maintenance.

All signs, together with all of their supports, braces, guys and anchors shall be kept in good repair and maintained in safe condition. All signs shall be maintained in a neat, clean and attractive condition. The display surfaces of all signs shall be kept neatly painted or posted. It shall be the duty of the owner, lessee or other persons in possession or control of the premises or structure to comply with the requirements of this section.

(Ord. 928 § 10, 1968)

§ 15.24.110. Location restrictions.

- A. No sign or sign structure shall be erected or maintained in such a manner so that any portion of its surface or supports will interfere in any way with the free use of any fire escape, exit or standpipe.
- B. It is unlawful for any person, except a public officer or employee in performance of official duty, to paste, paint, print, nail, tack or otherwise fasten any card, handbill, sign, poster or advertisement or notice of any kind or cause the same to be done on any curbstone, sidewalk, lamp post, pole, hydrant, bridge or tree upon a public street or upon public property within the corporate limits of the city except as may be required by ordinance of the city or by the laws of the state or of the United States.
- C. No sign shall be installed on any firewall without the express permission of the director of building safety stated in the sign permit, nor shall any hangers or attachments be fastened to the firewall unless express permission is stated in the sign permit.

(Ord. 928 § 11, 1968)

§ 15.24.120. Certain signs prohibited.

No sign shall be constructed, erected or maintained:

- A. Unless the sign is so constructed, erected and maintained as to enable it to withstand a wind pressure of at least twenty pounds per square foot of exposed surface;
- B. Which displays to the view of the general public nudity, sado-masochistic abuse, sexual conduct, sexual excitement or which contains obscenities;
- C. Which purports to be or is an imitation of or resembles an official traffic sign or signal or it bears the words "Stop," "Go Slow," "Caution," "Danger" or similar words or which hides from view any traffic sign or signal.

(Ord. 928 § 12, 1968; Ord. 1168 § 1, 1974)

§ 15.24.130. Removal of signs.

The building official may order the removal of any sign erected or maintained in violation of Sections 15.24.100 through 15.24.120. The building official shall give thirty days' notice in writing to an owner or other person in control of the building or structure or premises on which the sign is located to remove the sign or bring it into compliance with these sections. If, after thirty days, the sign remains in violation of Sections 15.24.100 through 15.24.120, the building official may remove or authorize others to remove the sign from the premises where installed. The owner of the sign or the owner or person in control of the building, structure or premises to whom such notice has been given shall reimburse the city or others for costs incurred.

(Ord. 928 § 13, 1968)

§ 15.24.140. Removal of unsafe signs.

If the building official finds that any sign or sign structure is in violation of Section 15.24.100 or subsections A or C of Section 15.24.120 and that by reason of its condition, it presents an immediate and serious danger to the public, he may order its immediate removal or repair within a period of time he may specify. The building official may remove or authorize others to remove such sign in the event that the person responsible for such sign cannot be found or if such person, after notification, refuses to repair or remove it. The owner of the sign or sign structure or the owner of the building or premises shall reimburse the city or others for costs incurred.

(Ord. 928 § 14, 1968)

§ 15.24.150. Signs not to be abandoned.

Any person who owns or leases a sign shall remove such sign when either the business it advertises has discontinued business in the city or the business it advertises is no longer conducted in or upon the premises upon which such sign is located. If the person who owns or leases such sign fails to remove it as provided in this section, the building official shall give the owner of the building, structure or premises upon which such sign is located thirty days' written notice to remove it. If the owner fails to remove the sign within thirty days after receipt of written notice from the building official, the building official or his duly authorized representative may remove such sign at cost to the owner of the building, structure or premises. The following signs need not be removed in accordance with this section:

- A. Billboards where a person has merely leased or contracted advertising space thereon;
- B. Signs which the successor to the person's business location or business agrees to maintain as provided in Section 15.24.100. Such agreement shall be in writing, signed by the successor and filed with the building official;
- C. Signs which the owner thereof or the owner of the building, structure or premises on which such signs are located agrees to maintain as provided in Section 15.24.100. Such agreement shall be in writing, signed by the owner and filed with the building official.

(Ord. 928 § 15, 1968)

§ 15.24.160. Ground signs.

- A. Materials. Ground signs located in Fire Zones No. 1 and No. 2 shall be constructed of incombustible materials. Nonstructural trim, portable display surfaces, cutouts, royal facings and cutout displays may be constructed of wood, metal, approved plastic materials or any combination thereof.
- B. Obstruction of Vision Prohibited. All ground signs shall be so located as not to obstruct pedestrians, or motor vehicle drivers' vision of traffic.
- C. Portable Electric Ground Signs. No portable electric ground sign shall exceed twenty-five square feet in single face sign area or have a height more than six feet six inches above grade at its highest point. All portable electric ground signs shall be so weighted as to withstand wind pressures of twenty pounds per square foot.

(Ord. 928 § 16, 1968)

§ 15.24.170. Roof sign—Materials.

Roof signs in Fire Zones No. 1 and No. 2 shall be constructed of incombustible materials except nonstructural trim, cutouts, royal facings and portable display surfaces, which may be constructed of metal, approved plastic materials or any combination thereof.

(Ord. 928 § 17, 1968)

§ 15.24.180. Roof sign—Clearance.

Roof signs exceeding five feet in sign height shall have a vertical clearance of not less than five feet between the sign and the roof. No less than fifty percent of the space beneath the sign shall be and remain clear of obstruction. Cutouts and cutout displays may project below the sign as provided in Sections 15.24.210 and 15.24.460, provided that fifty percent of the space below the sign is and remains clear of obstruction. The display surfaces of such signs shall be set back at least three feet from the inside of the parapet or wall adjacent thereto, and the ends of the sign shall be not less than one foot inside the inside face of the parapet or wall adjacent thereto; provided however, if a vertical clearance of at least seven feet above the roof directly beneath the sign is maintained, the display surface and the ends of a roof sign may project to but not overhang the firewall.

(Ord. 928 § 18, 1968)

§ 15.24.190. Roof sign—Anchorage and supports.

Roof signs shall be thoroughly secured to the frame of the building over which they are constructed and erected. Roof signs shall be supported on and attached to the building by a suitable frame which shall be positively anchored to the main structural members of the building which may be designed for this additional load; or the signs shall be designed with their own supports. Sills and stringers used for anchorage of the frames supporting the sign connected to the structural framework shall be of heavy timber with a minimum dimension of six inches or of noncombustible materials protected with rust-inhibiting or

oxidizing retardant coatings.
(Ord. 928 § 19, 1968)

§ 15.24.200. Roof sign–Cutout displays.

Cutout displays constructed of incombustible materials may be maintained in conjunction with, attached to or superimposed upon any roof sign subject to the following conditions:

- A. Cutout displays shall not extend more than one and one-half feet above the top of the upper ornamental moldings.
- B. The total surface area of the solid portions of cutout displays projecting beyond the top, bottom or side moldings shall not exceed thirty-three percent of the total area of the display surface of the sign to which they are attached.

(Ord. 928 § 21, 1968)

§ 15.24.210. Wall sign–Materials.

Wall type electric signs shall be constructed of incombustible materials. Nonstructural trim, portable sign display surfaces and cutout displays may be constructed of metal, approved plastics or any combination thereof.

(Ord. 928 § 22, 1968)

§ 15.24.220. Wall sign–Clearance.

Wall signs which project over public property shall have a clearance of eight feet six inches over a sidewalk or street; provided however, that wall signs with work platforms shall have a vertical clearance of fourteen feet over a sidewalk or street.

(Ord. 928 § 23, 1968)

§ 15.24.230. Wall sign–Anchorage and supports.

Wall signs shall be securely affixed to the wall of the building or structure to which they are attached.

(Ord. 928 § 24, 1968)

§ 15.24.240. Projecting sign–Materials.

Projecting signs shall be constructed of incombustible materials except nonstructural trim, cutout displays and portable display surfaces, which may be constructed of metal, approved plastics or any other combination thereof. The building official may allow the use of wood or other combustible materials in signs which project over a public sidewalk if he finds:

- A. That such sign is properly designed and constructed, and will be safely secured and anchored;
- B. That the illumination of such sign would not produce a glare into a public street;

- C. That the use of such materials is necessary to carry out a special effect, an architectural scheme including the building and sign or an overall design including the building and sign;
- D. That there is no safety hazard involved.
(Ord. 928 § 26, 1968)

§ 15.24.250. Projecting sign–Thickness limited.

The thickness of a projecting sign shall not exceed three feet nor be less than three inches minimum except that signs projecting not over eighteen inches shall have no minimum thickness limitations.
(Ord. 928 § 27, 1968)

§ 15.24.260. Projection, height and clearance limited.

- A. Projecting signs other than illuminated signs shall have a maximum area of thirty-two square feet.
- B. No sign or sign structure shall project into any public alley more than eighteen inches or below a height of eight feet six inches above grade unless the bottom of the sign or sign structure is placed a minimum of fourteen inches above grade.
- C. No projecting sign shall project a greater distance than that set forth in Table No. A.

TABLE NO. A
PROJECTION OF SIGNS OVER PUBLIC PROPERTY

Clearance Between Bottom of Sign or Portion Thereof and Grade Below	Maximum Projection of Horizontal Signs	Maximum Projection of Vertical Signs or Portions Thereof
Below 8 feet 6 inches	Not Permitted	Not Permitted
8 feet 6 inches to 10 feet	3 feet	Not Permitted
10 feet	3 feet	4 feet 6 inches
10 feet to 32 feet	8 feet 0 inches or within 2 feet inside the curb line, whichever is less	4 feet 6 inches plus an additional 6 inches for each foot of clearance above 10 feet over the grade below up to a maximum of 8 feet, or two feet inside of curb line, whichever is less.
Over 32 feet	8 feet or within 2 feet inside the curb line, whichever is less.	8 feet or within 2 feet inside the curb line, whichever is less.

- D. The inner edge of a projecting sign shall not be more than six inches from the property line.
- E. Where an existing projecting sign meets the requirements of this section, and the curb line is moved closer to the property line, the sign shall be considered to be within the requirements of this section if the sign does not extend beyond said new

curb line and the sign is of a height of more than thirteen feet six inches above the street grade.

(Ord. 928 § 28, 1968)

§ 15.24.270. Blanketing prohibited.

For the purpose of preventing the blanketing of one sign by another, the following provisions regulating the size of a sign according to its location shall govern:

- A. The maximum height of a sign erected at or below ten feet between the bottom of the sign and the grade below shall be thirty inches. Between ten feet and twenty feet from the bottom of the sign and grade below, an additional three inches of height may be added for each additional foot of clearance above grade.
- B. No projecting sign, except a wall sign, shall be erected in the same horizontal plane as an adjacent sign, unless the signs are spaced the following distances apart, measured center to center:
 1. Sign projects three feet or less, spacing ten feet;
 2. Sign projects three feet to four feet, spacing twenty feet;
 3. Sign projects four feet to six feet, spacing twenty-five feet;
 4. Sign projects more than six feet, spacing thirty feet.
- C. Any projecting sign erected at a shorter distance apart than required by subsection B of this section shall be erected above the top edge or below the bottom edge of the adjacent sign. The vertical distance above or below the adjacent sign shall be at least one-fourth of the spacing distance required by subsection B for the same projecting sign if erected in the same horizontal plane, minus "D," where "D" equals the horizontal distance between the adjacent signs.

(Ord. 928 § 29, 1968)

§ 15.24.280. Amount of illumination required.

The amount of illumination required on all illuminated sidewalk projecting signs shall be as follows:

- A. When luminous gas lamps of the fluorescent type, designed for an open circuit voltage of one thousand volts or less, are employed in the interior of a sign to illuminate said sign, as permitted in Section 15.24.300, there shall be provided at least one-half foot of tubing for each square foot of total sign area so illuminated.
- B. When luminous tubing of neon type is employed in the interior of a sign to illuminate said sign, as permitted in Section 15.24.300, there shall be provided at least one foot of tubing for each square foot of total sign area so illuminated.
- C. When incandescent lamps are employed in the interior of a sign to illuminate said sign, as permitted in Section 15.24.300, there shall be provided not less than ten watts for each square foot of total sign area so illuminated. The maximum rating of

individual lamps used for interior sign illumination, as permitted in Section 15.24.300, shall be forty watts.

- D. When luminous tubes are mounted on the sign surface for sign illumination, there shall be provided at least one foot of tubing for each square foot of total sign area so illuminated. This provision shall not apply where luminous tubes are used for decorative purposes or on signs having the required amount of surface mounted incandescent lamp illumination. Where the incandescent lamps are employed on the sign surface for sign illumination, the combined wattage of the lamps shall be not less than ten watts for each square foot of total sign area so illuminated. The maximum rating of individual lamps shall be forty watts when mounted on the display surface of the sign.
- E. When colored globes or caps are used on exterior lamps, the total wattage of lamps shall be increased twenty-five percent.
- F. When incandescent lamps are used in borders, chasers and effects, they shall be spaced not to exceed ten inches center to center.
- G. Sign illumination shall be distributed over at least two-thirds of the area of the sign. (Ord. 928 § 30, 1968)

§ 15.24.290. Certain lights, flashing arrows and devices prohibited.

It is unlawful for the following to be erected or to be maintained except as otherwise provided in this chapter.

- A. A sign that interferes in any way with a traffic control sign or device or prevents clear and unobstructed view of official traffic control signs or devices or approaching or merging traffic;
- B. A sign on which copy is created through the use of a pattern of lights in a dot matrix configuration, which may be changed intermittently; except that any existing sign now violating this section after having been previously authorized and erected, shall not be deemed unlawful;
- C. A sign that contains, includes or is illuminated by any flashing or revolving, rotating or moving light or moves or has any animated or moving parts. This subsection does not apply to traffic control signs or devices; and
- D. A sign with lighting which is not effectively shielded as to prevent beams or rays of light from being directed at any portion of the main traveled right-of-way of a state highway, or an arterial street, or is of such low intensity or brilliance as not to cause glare or to impair the vision of the driver of a motor vehicle or otherwise to interfere with the operations thereof.

For purposes of this section, "traffic control sign or device" means a sign erected by the city of Central Point, Jackson County, the state of Oregon or the United States.

(Ord. 928 § 31, 1968; Ord. 1902 § 1, 2007)

§ 15.24.300. Plastic and combination plastic and metal signs.

Notwithstanding any provisions of Section 15.24.280, plastics, except those having a nitrocellulose base, may be used in panels, letters, decorations and facings. The provisions of Section 15.24.280 requiring exterior illumination or mounting of incandescent lamps or luminous tubes on the surface of a sign shall not apply to that portion of a sign equipped with plastic panels, letters, decoration or facings illuminated from the interior. The interior illumination of such portions of a sign so equipped may be solely by incandescent lamps mounted on the interior of the sign. Where a sign is so constructed that a portion of such sign is permitted to be provided with interior illumination and a portion of the same sign is required to be provided with exterior illumination, then the amount of illumination for the entire sign as set forth in Section 15.24.280 shall be determined by applying the formula for each type of illumination required or permitted to that portion of the sign surface so illuminated.
(Ord. 928 § 32, 1968)

§ 15.24.310. Combination sign—Materials.

Combination signs shall be constructed of incombustible materials except nonstructural trim and the portable display surfaces of signs, which may be constructed of metal, approved plastic material or any combination thereof.
(Ord. 928 § 33, 1968)

§ 15.24.320. Combination sign—supports.

All supports of combination signs shall be placed in or upon private property and shall be securely constructed and erected.
(Ord. 928 § 34, 1968)

§ 15.24.330. Combination sign—Thickness.

The thickness of that portion of a combination sign which projects over public property shall not exceed a maximum of three feet.
(Ord. 928 § 35, 1968)

§ 15.24.340. Combination sign—Projection limited.

Combination signs may project over public property or beyond a building line as set forth in Table No. A in Section 15.24.260.
(Ord. 928 § 36, 1968)

§ 15.24.350. Signs as part of marquee.

Signs may be placed on, attached to or constructed in a marquee. Such signs shall, for the purpose of determining projection, clearance, height and material, be considered a part of and shall meet the requirements of a marquee as specified.

If any part of the sign extends below the marquee itself, a marquee sign having letters more than seven inches in height shall be illuminated as required for electrical signs over

sidewalks. Where a sign is attached to a marquee, the sign or the face of the marquee, including the sign, shall not exceed three feet in height; provided, that an electrical marquee sign not exceeding four feet six inches in height with removable letters may be permitted if it is illuminated as required for signs projecting over sidewalks. No marquee shall be used for general advertising purposes. No wooden sign shall be attached to a marquee. No sign bearing on a marquee shall be installed until the approximate weight of the sign has been submitted to the director of building safety and a permit has been issued expressly granting permission to install a sign bearing on the marquee.

(Ord. 928 § 37, 1968)

§ 15.24.360. Electric sign—Materials.

Electric signs shall be constructed of incombustible materials, metals, approved plastic material or any combination thereof.

(Ord. 928 § 38, 1968)

§ 15.24.370. Electric sign—Construction and installation.²

Electric signs shall be constructed and installed in accordance with the requirements of Ordinance 726 of the city. Electrical wiring of less than six hundred volts shall conform to the provisions for the wiring of signs in the rules of the National Electrical Code as adopted by reference in Section 1 of Ordinance 726, and all wiring to the signs shall be installed by a person licensed by the state to do such work. A permit to install a sign shall not be deemed to allow the holder of the permit to run any circuit wiring in the building on which the sign is installed or hung, and all wiring shall be done in accordance with the code of the city relating thereto and by a licensed contractor as provided in the code.

(Ord. 928 § 39, 1968)

§ 15.24.380. Electric sign—Information required—Removal.

Every electric sign shall have placed within easy view the name of the sign erector.

The building official may order the removal of any sign which does not conform to this section upon thirty days' written notice to the person responsible for maintaining the sign. If the person responsible for maintaining the sign cannot be found and notified, the building official may order the owner of the building, structure or premises upon which such sign is located to remove the sign upon thirty days' written notice. If the sign is not made to comply with this section and is not removed within thirty days after notice is given, the building official shall have the right to remove, or cause its removal, and the owner of the sign or of the buildings or structure shall reimburse the city for the cost of such removal. Where any violation of the provisions hereof is such as to constitute an immediate and serious danger to the public within the meaning of Section 15.24.140, the notice provisions hereof shall not apply and Section 15.24.140 shall be applicable.

(Ord. 928 § 40, 1968)

§ 15.24.390. Temporary sign—Size and projection limited.

2. Ordinance 726 was repealed by Ord. 1167.

- A. Temporary signs shall comply with the sign requirements of the zoning ordinance.
- B. Temporary signs, other than cloth, which have a vertical clearance of eight feet six inches or more above the ground may project not more than six inches over the property line.
- C. Temporary illuminated signs must have a vertical clearance of not less than eight feet six inches above established grade.
- D. Both primary and secondary wiring to and within the sign must comply with the Ordinance 726 of the city.
(Ord. 928 § 41, 1968)

§ 15.24.400. Cloth signs.

Every temporary cloth sign shall be properly supported and securely attached. Cloth signs and panels shall be perforated over at least ten percent of their areas to reduce wind resistance. Cloth signs may extend across a public street only in accordance with Section 15.24.405 of this chapter.

(Ord. 928 § 42, 1968; Ord. 1740 § 1, 1996)

§ 15.24.405. Street banners.

- A. Banners may be installed across Pine Street only, and may hang for no more than thirty days.
- B. Only Central Point-based, nonprofit organizations may hang banners, and scheduling shall be done on a first-come, first-served basis.
- C. Subject to city approval, installation of the banner, including the costs thereof, shall be the responsibility of the applicant.
- D. Banners must be constructed according to the specifications therefor set forth in the city's Uniform Standard Details for Public Works Construction Manual, Uniform Standard Details section.
- E. No politically-oriented messages of any kind will be permitted on street banners.
- F. No religious symbols or messages will be allowed if the primary message or effect of the symbol or message is either the advancement or inhibition of religion.
- G. All persons or organizations wishing to hang a street banner shall complete an application furnished by city staff, and shall agree to indemnify and hold harmless the city of Central Point for any and all damages or claims brought by the applicant or third persons relating to the hanging of the banner.

(Ord. 1740 § 2, 1996; Ord. 1826, 2002)

§ 15.24.410. Sign tower—Materials.

Sign towers built as an integral part of a building may be constructed of the same materials as the building. Sign towers separate from a building shall be constructed of

noncombustible materials.
(Ord. 928 § 43, 1968)

§ 15.24.420. Sign tower–Projection limited.

Sign towers shall not project over public property.
(Ord. 928 § 44, 1968)

§ 15.24.430. Sign tower–Size limited.

The horizontal dimension parallel with the wall of a building on which a sign tower is erected shall not exceed fifty percent of the length of that wall.
(Ord. 928 § 45, 1968)

§ 15.24.440. Sign tower–Advertising limited.

- A. Sign towers built as an integral part of a building shall be used only for signs which advertise identification of the business goods manufactured or sold or services rendered on the premises.
- B. Sign towers which are not an integral part of a building may be used for signs which advertise the sale of goods sold or services rendered both on or off the premises.
(Ord. 928 § 46, 1968)

§ 15.24.450. Billboard–Size and height of sign face.

Billboards shall not exceed the following heights and overall area limitations, which limitations include the height an area of border and trim but exclude cutouts, supports and foundations:

- A. Painted billboards shall not have a display surface exceeding fifteen feet in height or seven hundred fifty square feet in area.
- B. Poster billboards shall not have a display surface exceeding fifteen feet in height or three hundred twenty-five square feet in area.
- C. Multiple copy billboards on which a portion of the display surface consist of rotating panels shall be limited to the height and area allowed to either the painted billboard or poster billboard to which the rotating panel display is attached.
- D. On multiple copy billboards on which the entire display surface consists of rotating panels, no display surface shall exceed fifteen feet in height or seven hundred fifty square feet in area.
(Ord. 928 § 47, 1968)

§ 15.24.460. Billboard–Cutouts.

Cutouts securely affixed to billboards shall be permitted but shall not be permitted to project more than five and one-half feet above, nor more than four feet below, nor more than four feet to either side of the billboards to which they are attached. The surface area

of cutouts projecting beyond the borders of billboards shall not exceed one-third of the area of the billboards to which they are attached.

(Ord. 928 § 48, 1968)

§ 15.24.470. Billboard–Density.

There shall be no more than four billboard display surfaces on which an advertising message thereon can be read by traffic moving in one direction in a linear distance of six hundred feet measured parallel to the centerline of the street. For the purpose of measurement, billboard display surfaces on both sides of the street shall be considered as if they were in a single line on one side of the street.

(Ord. 928 § 49, 1968)

§ 15.24.480. Billboard–Illumination.

Billboards may be illuminated by internal or external light sources. If an internal light source is used, either in billboard or in cutouts attached thereto, the billboard or cutouts shall conform to Sections 15.24.370 and 15.24.380 and Ordinance 726 of the city.

(Ord. 928 § 50, 1968)

§ 15.24.490. Billboard–Location.

Billboards shall be a permitted use of property and shall comply with the requirements of the zoning ordinance.

(Ord. 928 § 51, 1968)

§ 15.24.500. Nonconforming signs–Removal.

All signs which do not conform to provisions of this code, but which conformed to previous regulations may be continued for a period of ten years from the effective date of the ordinance codified herein, if properly repaired and maintained as provided in this code; provided however:

- A. Any sign erected or maintained in violation of Section 15.24.100 (regarding maintenance of signs) or of subsection A or C of Section 15.24.120 (regarding wind load and traffic safety), which sign by reason of its condition presents an immediate and serious danger to the public, shall be removed immediately as provided in Section 15.24.140.
- B. Any sign erected or maintained in violation of Sections 15.24.100 through 15.24.120 shall be removed as provided in Section 15.24.130.
- C. Any such nonconforming sign which is structurally altered, relocated or replaced shall immediately comply with all provisions of this code; provided however:
 1. Such signs may be structurally altered where such alteration is necessary for structural safety.
 2. Such signs may be reconstructed at the same site if they are damaged or destroyed by an act of God or an accident or are moved for construction or

repair of public works and such construction is completed within one year from the date of the damage, destruction or removal of the sign.

- D. No sign shall be maintained in violation of Sections 15.24.150, subsections A through D of Section 15.24.290, Section 15.24.380 and Section 15.24.400. (Ord. 928 § 52, 1968)

§ 15.24.510. Nonconforming signs–Notification of board of appeals.

If the building official finds that two or more signs are in violation of provisions of Section 15.24.270 or Section 15.24.470, he shall, upon request of an interested person, notify the sign code board of appeals of the violation.

The sign code board of appeals shall accord all interested persons a full opportunity to be heard and shall thereafter make a finding as to the date of erection of each of the signs. The first erected sign or signs may remain. The other signs shall be considered nonconforming signs which may remain only as provided in Section 15.24.500. This section shall apply only to signs in existence on the effective date of the ordinance codified in this chapter.

(Ord. 928 § 53, 1968)

§ 15.24.520. Enforcement–Building official.

The building official is authorized and directed to enforce all of the provisions of this code. Upon presentation of proper credentials, the building official or his duly authorized representatives may enter at reasonable times any building, structure or premises in the city to perform any duty imposed upon him by this code.

(Ord. 928 § 54, 1968)

§ 15.24.530. Board of appeals.

- A. There is created a board to be known as the sign code board of appeals, hereinafter referred to as "the board." The board shall consist of the members of the Central Point city council.

- B. No member of the board shall act in any case in which he is personally interested. (Ord. 928 § 55, 1968; Ord. 961, 1969; Ord. 965, 1969; Ord. 1902 § 2(part), 2007)

§ 15.24.540. Right of appeal–Procedure.

- A. Any person who has been ordered by the building official to incur an expense for the alteration or removal of any sign, or any person whose application for a permit for a sign has been refused, may appeal to the board by filing written notice with the city recorder within seven days of the transmittal of the order or denial.
- B. Any person appealing from an order or action of the building official shall, upon forms supplied by the building official, file a notice of appeal and shall accompany the notice with a check in the amount defined in the city's adopted fee schedule. If the appeal is sustained, the check shall be returned to the applicant but if the appeal

is not sustained, the check shall be retained by the city as its reasonable costs of processing the appeal.

- C. Upon the filing of a notice of appeal, the building official shall take no further action with regard to the sign involved until the final decision of the board on the appeal unless the building official finds that the sign involved, by reason of its condition, presents an immediate and serious danger to the public, in which case, he shall proceed immediately as provided in Section 15.24.140.
(Ord. 928 § 56, 1968; Ord. 1902 § 2(part), 2007)

§ 15.24.560. Sign construction.

- A. Signs erected over sidewalks or roofs shall be constructed as follows: Entirely of metal; sheet copper shall be at least twenty once (.028 inch); sheet steel may be No. 28 USS gauge (.0149 inch) except that for outline lighting and for electric discharge signs sheet metal shall be No. 24 USS gauge (.0239 inch), unless ribbed, corrugated or embossed over its entire surface, when it may be of No. 26 USS gauge (.0179 inch). The frame shall be constructed of angles or other rolled steel shapes or galvanized iron not thinner than No. 20 USS gauge bent into the frame of angles or other shapes. The parts of the frame shall be riveted, welded or bolted together. Metal covering shall be attached to the frame by clinching, riveting or bolting the edges together in a substantial and water-tight manner.
- B. The building official may allow the use of materials or construction techniques other than those provided in this code provided he finds that such materials or construction techniques are at least equally safe. The building official may require the submission of data, tests or other information he deems necessary to determine the suitability and safety of such materials or construction techniques. The building official may himself test or submit for test or analysis to competent testing agencies such material or construction techniques. The applicant who seeks to use such materials or construction techniques shall pay all costs involved.
(Ord. 928 § 58, 1968)

§ 15.24.570. Use of glass.

The use of glass in signs is prohibited except:

- A. Glass in which wire mesh is embedded, but the wire mesh shall not exceed seven hundred twenty square inches in area of forty-eight inches in any dimension for any piece;
- B. Pieces of glass not less than one-eighth of an inch thick covered with metal except for areas cut out to form letters or numerals, but the area of the piece of glass shall not exceed three hundred twenty-four square inches;
- C. Tempered glass manufactured in such a way that shattering produces pieces not more than one-fourth inch in width, surface dimension;
- D. Neon tubing and fluorescent or incandescent lamps.

(Ord. 928 § 59, 1968)

§ 15.24.580. Sign installations not covered by Underwriters Laboratories.

This section covers all outline lighting and general illumination operating at five thousand volts or more. This includes but is not limited to all types of outline lighting, marquee illumination, trim and copy on marquee, skeleton glass tubing placed on a building for the purpose of illumination of letters, pictorials, outline or trim. All installations covered by this section shall conform to the regulations set forth below and any installation of this type not under this section shall conform to the electrical code of the state governing these installations.

- A. All conductors carrying a voltage of five thousand volts or more shall be of a type approved under the electrical code of the state as to size and voltage rating for the voltage conducted.
- B. All conductors carrying five thousand volts or more shall be installed in rigid metal conduit, electric metallic tubing or metal troughing. Flexible metal conduit may be used where there is no danger of mechanical injury and if exposed to weather in any portion must be used only in conjunction with lead armored cable. Open wiring is not acceptable. All conduits must have a continuous ground.
- C. All conduits shall terminate in terminal boxes which comply with the standards of the provisions of Ordinance 726.
- D. Not more than twenty feet of cable from a single transformer shall be run in any metal raceway where the potential between the cable and the raceway is five thousand volts or more.
- E. Transformers used outdoors shall be of a type approved under the provisions of the electrical code of the state and shall contain at least two drain holes at the bottom which are three-eighths to three-quarters inch in diameter.
- F. All tubing terminals shall terminate in:
 1. Noncombustible nonabsorbative receptacles; or
 2. Terminal boxes as provided in subsection C of this section; or
 3. A metal troughway.

(Ord. 928 § 60, 1968)

§ 15.24.600. Signs along arterials, collectors and freeways—Restrictions.

Notwithstanding any other provision contained in this code, any sign visible from an arterial, collector or freeway shall comply with the following provisions:

- A. No more than one freestanding sign per parcel or lot;
- B. The sign shall be no higher than sixty feet from existing grade; and

C. Contain not over one hundred square feet of advertising surface.
All applicable strength and safety requirements shall apply to signs placed under this section.

(Ord. 928 § 62, 1968; Ord. 1710 § 2, 1994; Ord. 1823 § 2, 2001; Ord. 1902 § 3(part), 2007)

§ 15.24.610. Signs along arterials, collectors and freeways—Removal when.

A sign for which a permit has become validly granted but which sign does not conform to Section 15.24.600 shall not be continued after October 1, 1968, or until said sign is removed, whichever occurs earlier. If such nonconforming sign is in existence on October 2, 1968, the city manager shall notify, in writing, the holder of the permit for such sign to remove the same within fifteen days. If upon the expiration of said fifteen-day period the sign is not removed, the city may remove the same and said permit holder shall be liable to the city for the costs of removal.

(Ord. 928 § 63, 1968; Ord. 1902 § 3(part), 2007; Ord. 1969 § 1(part), 2013)

§ 15.24.630. Permits—Expiration.

Every permit issued by the building department under the provisions of this code shall expire and become void if the building or work authorized by such permit is not commenced within one hundred eighty days from the date of such permit, or if the building or work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of one hundred eighty days. Before such work can be recommenced, a new permit shall be obtained.

(Ord. 928 § 66, 1968; Ord. 1902 § 3(part), 2007)

§ 17.48.080. Signs.

Signs within the M-1 district shall be limited to the following:

- A. 1. Permitted signs shall contain not more than one hundred square feet of surface area on any one side, or an aggregate of two hundred square feet of surface on all sides which can be utilized for display purposes;
 2. Lighted signs shall be indirectly illuminated and nonflashing;
 3. Identification signs shall be permitted within any required setback areas provided it does not extend into or overhang any parking area, sidewalk or other public right-of-way;
 4. Signs located within vision clearance areas at intersections of streets shall conform to Section 17.60.110.
- B. Signs advertising the property "for rent" or "for sale" shall not exceed four square feet of area on any one side and one such sign shall be permitted for each street frontage.
- C. Signs in the M-1 district shall be permitted and designed according to provisions of Chapter 15.24.
(Ord. 1436 § 2(part), 1981; Ord. 1615 § 18, 1989)

§ 17.52.080. Signs.

Signs within the M-2 district shall be subject to the following limitations:

- A. Lighted signs shall be indirectly illuminated and nonflashing;
 - B. Permitted signs shall contain not more than one hundred square feet of surface area on any one side, or an aggregate of two hundred square feet of surface on all sides which can be utilized for display purposes;
 - C. Signs advertising property "for rent" or "for sale" shall not exceed four square feet of area on any one side and one such sign shall be permitted for each street frontage;
 - D. All signs must conform to the requirements of Chapter 15.24 and with Section 17.60.110 pertaining to vision clearances.
- (Ord. 1436 § 2(part), 1981; Ord. 1615 § 19, 1989)