

CITY OF MANDEVILLE  
SINGLE OCCUPANT PREMISES  
SIGN WORKSHEET

\_\_\_\_\_ **MONUMENT SIGN** – one sign with a maximum sign height of 7’ measured from the nearest crown of the street with a minimal setback of 15’ from the right-of-way and 100’ from the nearest residential property line fronting on the same block face.

\_\_\_\_\_ Linear feet of street frontage on which sign is located x .50 = \_\_\_\_\_ square feet

**AND/OR**

\_\_\_\_\_ **ATTACHED IDENTIFICATION SIGN** – maximum of 1 wall or projecting sign per street façade with a customer entrance per premise.

\_\_\_\_\_ Linear feet of building facade on which sign is located x 1.25 = \_\_\_\_\_ square feet

No building shall be required to have less than 32 square feet of wall signage and no wall sign shall be larger than 120 square feet.

**OR**

\_\_\_\_\_ **FREESTANDING SIGN** – minimal setback to be located at least 15' from the street right-of-way and 100’ from the nearest residential property line fronting on the same block face. The maximum sign height is 7’ measured from natural grade of the lot where the sign is located. The Zoning Commission may approve an exception allowing height to increase if natural grade is 4 or more feet below the crown of the abutting street.

\_\_\_\_\_ Linear feet of street frontage on which sign is located x .5 = \_\_\_\_\_ square feet

**50 square feet per sign face and aggregate of 100 square feet if a two-sided sign is used except for multi-occupancy commercial centers.**

For each business with an exterior entrance, a single sandwich board sign not exceeding 6 square feet in area per sign face may be displayed during business hours provided that the sign is not located on a public sidewalk, does not interfere with or create a safety hazard for pedestrians or vehicular traffic. Sandwich board signs shall be located in front of the business and not more than 15’ from the principal customer entrance.

Menu boards for drive-through uses shall not exceed 48 square feet in sign area and shall not be visible from the street right-of-way. Illumination is allowed and a permit is required.

CITY OF MANDEVILLE  
MULTI-PREMISE OCCUPANT PREMISES  
SIGN WORKSHEET

**MONUMENT SIGN** – one monument sign shall be permitted per multi-occupant premises except where a multi-occupancy center has frontage on two non-intersecting streets or more than 400' of continuous frontage along one street, a second monument sign shall be allowed. Lettering on such monument signs along any arterial street shall be clearly legible, with the minimum height for lettering of 9". In the event of the conversion of a single occupant premise to a multi-occupant center, the existing signage shall be configured as necessary to comply with the sign provisions.

\_\_\_\_\_ Linear feet of street frontage on which sign is located x .50 = \_\_\_\_\_ square feet  
**NO LARGER THAN 120 SQUARE FEET PER SIGN FACE**

**AND**

**OCCUPANT SIGN** - In addition to the monument or freestanding sign permitted for the premise, each occupant is permitted one attached sign size as follows:

\_\_\_\_\_ Linear Feet of Store Front x 1.25 ratio = \_\_\_\_\_ allowable square feet

Store fronts less than 23 linear feet are allowed a maximum of 32 square feet of sign area. All occupant signs shall maintain a minimum distance of 1' from the lease line of the occupant's portion of the façade and the linear footage shall be measured along the wall of the façade on which the sign will be located.

**CORNER UNIT OR SEPARATE BUILDING**

Store fronts located at the corner of a building which faces two different street frontages, or if a business occupies an entire separate structure within a center, additional wall signs shall be permitted on each wall having a customer entrance, provided that a minimum of 30' distance, measured along the store front, is maintained between the extremities of any two signs and each sign is mounted on a separate wall facing in a separate direction. The area of such signs shall be calculated in accordance with Table 10.5.3.6 of the CLURO.

\_\_\_\_\_ Linear Feet of Store Front x 1.25 ratio = \_\_\_\_\_ allowable square feet

**OCCUPANTS LOCATED ON THE INTERIOR OF A BUILDING**

Businesses without benefit of store frontage shall be allowed one wall sign with a maximum area of 24 square foot at the entrance nearest the occupant's space.

**PURPOSES OF EMERGENCY ACCESS AND DELIVERIES ONLY**

One rear identification wall must be displayed ON or AT a REAR DOOR of each separate business entity for purposes of emergency access and deliveries only. Such sign shall be limited in size to the minimum size required by the State Fire Marshal. Any door not used as a customer entrance for patrons during normal business hours or not opening directly onto the patron area of any premise shall be considered a rear door. No door located on any wall having a customer entrance shall be considered a rear door.

**ADDITIONAL SIGNAGE**

An occupant in a commercial or industrial center shall be permitted, as additional signage, one non-illuminated identification sign not to exceed 8 square feet in an area identifying the occupant and such additional signage shall be located on or within 20' of the primary public entrance of the occupant.

For each business with an exterior entrance, a single sandwich board sign not exceeding 6 square feet in area per sign face may be displayed during business hours provided that the sign is not located on a public sidewalk, does not interfere with or create a safety hazard for pedestrians or vehicular traffic. Sandwich board signs shall be located in front of the business and not more than 15' from the principal customer entrance.

Menu boards for drive-through uses shall not exceed 48 square feet in sign area and shall not be visible from the street right-of-way. Illumination is allowed and a permit is required.

**B-3, TC DISTRICTS**

**CITY OF MANDEVILLE  
B-3 and TOWN CENTER  
SIGN WORKSHEET**

**Multi-Occupant Commercial Centers**

Freestanding signs are limited to one per frontage, but may list multiple tenants within a building through coordinated sign design. The sign shall be supported by a monument base, by two wood, metal or masonry posts or constructed as projecting signs from a single post. Freestanding signs shall not be placed on top of a single post or pylon. The sign shall be oriented for easy visibility for pedestrians and located and designed so they do not encroach upon traffic visibility areas.

**Single & Multi-Occupancy Premises**

Any combination of the following signs is permitted provided that the aggregate area of all signs shall not exceed 64 square feet.

\_\_\_\_\_ **FREESTANDING SIGN** - one freestanding sign not to exceed 32 square feet in sign area per sign face and an aggregate sign area of 64 square feet if a two-sided sign is used, provided that the total sign area for all sign surfaces on a premise shall not exceed 64 square feet. The maximum sign height is 10' in height measured from the natural grade of the lot where the sign is located. The minimum setback is 5' from the right-of-way.

**AND/OR**

\_\_\_\_\_ **ATTACHED SIGN** – the maximum number of wall or projecting signs per business is limited to one per street façade with a customer entrance per premise. The maximum total area for wall, parapet, projecting and awning signs is 32 square feet, provided that total sign area for all sign faces on a premise shall not exceed 64 square feet. No awning sign shall exceed 12 square feet in area.

For each business with an exterior entrance, a single sandwich board sign not exceeding 6 square feet in area per sign face may be displayed during business hours provided that the sign is not located on a public sidewalk, does not interfere with or create a safety hazard for pedestrians or vehicular traffic. Sandwich board signs shall be located in front of the business and not more than 15' from the principal customer entrance.

10.5.4.4.4 B-3 Sign Design Standards

1. **Purpose.** The purpose of this section is to promote the establishment of signage within the B-3 district that is consistent with the area's historic character and pedestrian-oriented streetscapes. The Zoning Board may grant exceptions to the standards in this section through the zoning permit process.
2. **Design Principles.**
  - a. Design signs to reflect the historic character of Old Mandeville;
  - b. Keep signs simple, easy to read and in scale with the building and building design elements;
  - c. Minimize the amount of text on the sign to keep a clean, simple, easy to read appearance.
  - d. Use simple typefaces that are traditional and easy to read;
  - e. Use graphics that help identify the nature of the business;
  - f. Use material and colors that complement the primary building color and overall streetscape;
  - g. Mount wall signs at a level of that is easy to see for pedestrians passing along the sidewalk and in locations that do not obscure windows, doors or significant architectural features; and
  - h. Use external downward directed lighting that produces an even glow on the sign and does not reflect or spill over onto the sidewalk or adjacent properties; and
  - i. Retain historic signs of cultural or historic significance.
3. **Prohibited Signs.** The following types of signs are prohibited in the B-3 district:
  - a. Billboards and other signs that do not advertise a business or service provided on the site of the sign;
  - b. Portable signs, with the exception of authorized sandwich boards;
  - c. Revolving signs or signs with moving parts;
  - d. Roof-mounted signs
  - e. Electronic message centers;
  - f. Inflatable signs, including moored balloons or inflatable figures; and
  - g. Other signs prohibited by this CLURO.
4. **Design Requirements.** The following design requirements shall apply in addition to standards in this Article and the B-3 zoning district standards.
  - a. **Materials.** Wall and free-standing signs shall be constructed of metal, glass, stone, concrete brick, wood or other material that the Planning Director finds have a substantially similar appearance of one of these materials and equal or greater durability. Awning and canopy signs may be printed on the valance of the awning or canopy.
  - b. **Illumination.** Signs shall be externally illuminated with the following exceptions:
    - i. Neon signs in building windows or on walls that are no larger than eight (8) square feet in area; or
    - ii. Backlit or haloed letters or logos attached to building walls, where the lighting source is shielded so that the light source is not visible from above the sign.
  - c. **Colors.**
    - i. Colors should complement the building color.
    - ii. Text should be light colored on a dark background to maximize legibility.



Light colored text on a dark background maximizes legibility

- d. **Attached Signs.** Sign attachments shall be made through the joints in masonry rather than into brick or architectural features.
- e. **Wall Signs.** Wall signs:
  - i. Shall not project more than six (6) inches from the wall on which they are attached.

- ii. Should be located on flat unadorned wall sections and shall not obscure windows, entries or other architectural features.
- iii. Shall not exceed twenty-five (25) percent of the wall on which they are located.
- iv. If illuminated, shall be down-lit from an external source unless letters are haloed.



f. **Projecting Signs.** Projecting signs:

- i. Shall be placed perpendicular to the building and have two faces.
- ii. Should be taller than wide and shall not project more than three (3) feet from the wall.
- iii. Shall have a clearance of no less than eight (8) feet between the bottom of the sign and the sidewalk or ground underneath the sign.
- iv. Shall not exceed nine (9) square feet in area per sign face.
- v. Be designed so that guy wires, if necessary, are inconspicuous.



- g. **Awning Signs.** Awnings shall be made of a durable canvas material and designed to complement the building architecture. Text shall be located on the valance and shall not cover more than twenty (20) percent of the awning area.



- h. **Window Signs.** Window signs may be placed on or in windows on the ground floor and shall not extend across multiple windows or panes. Window signs shall not cover more than 25 percent of the total ground floor window area. Paper signs and window banners are prohibited. Window signs should incorporate lettering and graphics that reflect the type of business they advertise.





Window signs should not conceal views inside the business

i. **Freestanding Signs.** Freestanding signs:

- i. Shall be limited to one per frontage, but may list multiple tenants within a building through coordinated sign design.
- ii. Shall be supported by a monument base, by two wood, metal or masonry posts or constructed as projecting signs from a single post. Freestanding signs shall not be placed on top of a single post or pylon.
- iii. Should be oriented for easy visibility for pedestrians.
- iv. Shall be located and designed so they do not encroach upon traffic visibility areas.



Freestanding signs may be used for single or multi-tenant businesses.