



P.O. BOX 850 | COWETA, OKLAHOMA 74429 | PH. (918) 486-2189 | FAX (918) 486-5366 | [www.cityofcoweta-ok.gov](http://www.cityofcoweta-ok.gov)

AGENDA - REGULAR MEETING  
COWETA PLANNING COMMISSION  
COWETA CITY HALL, 310 S. BROADWAY  
MONDAY, JANUARY 27, 2020, 6:30 PM

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
  - Melanie Lander \_\_\_\_
  - Jessica Morris \_\_\_\_
  - Kathleen Robinson \_\_\_\_
  - Carter Mathews \_\_\_\_
  - Joanna Jones \_\_\_\_

- IV. CONSENT  
(All matters under the "Consent Calendar" are considered by the Planning Commission to be routine and will be enacted by one motion. Any Commissioner may, however, remove an item from consent by request.)

- 1. Minutes of the Coweta Planning Commission. Regular Meeting  
Approval of the minutes of the Coweta Planning Commission, regular meeting, held on November 25, 2019.

Documents:

[191125 MINUTES OF THE COWETA PLANNING COMMISSION.PDF](#)

- V. PUBLIC HEARINGS

- 1. Coweta Zoning Code Text Amendment-Chapter 18  
Public hearing to accept public comment on a text amendment pertaining to regulation of signs, with regard to amending language of the Coweta Zoning Code, Chapter 18, and adding Section 18.17, Community Kiosk Signs.

Documents:

[200127 STAFF REPORT ON SIGN CODE AMENDMENT.PDF](#)  
[200127 PROPOSED AMENDMENTS TO COWETA SIGN CODE.PDF](#)  
[4 KIOSK DIMENSIONAL V2.PDF](#)  
[200127 PUBLIC HEARING PUBLICATION.PDF](#)

- 2. O'Reilly Auto Parts Request to Vacate Alley in Orcutt Addition  
Public hearing to accept public comment on a request from O'Reilly Auto Parts Store to close and vacate the 20-foot-wide alleyway located in Block 8, Orcutt Addition and Block 5, Plat of New Coweta, as shown in Book 1M, Page 550, City of Coweta, Wagoner County, Oklahoma, less South State Highway 51 in section 18, Township 17 North, Range 16 East, City of Coweta, Wagoner County, Oklahoma.

Documents:

[200127 STAFF REPORT ALLEYWAY VACATION.PDF](#)  
[COWETAOK-C1\\_1-\(09-19-19\).PDF](#)  
[OREILLY AUTO PARTS AERIAL VIEW MAP.PDF](#)  
[OREILLY AUTO PARTS LOCATION MAP.PDF](#)  
[OREILLY AUTO PARTS ZONING MAP.PDF](#)

## VI. OLD BUSINESS

### 1. Coweta Zoning Code Text Amendment-Chapter 18

Discussion and possible action on a recommendation of approval, approval with conditions, or denial to the Coweta City Council for a text amendment to the Coweta Zoning Code, Chapter 18, and adding Section 18.17, Community Kiosk Signs.

Documents:

[200127 STAFF REPORT ON SIGN CODE AMENDMENT.PDF](#)  
[200127 PROPOSED AMENDMENTS TO COWETA SIGN CODE.PDF](#)  
[4 KIOSK DIMENSIONAL V2.PDF](#)

### 2. O'Reilly Auto Parts Request to Vacate Alley in Orcutt Addition

Discussion and possible action, on a recommendation of approval, approval with conditions, or denial of a request from O'Reilly Auto Parts Store to close and vacate the 20-foot-wide alleyway located in Block 8, Orcutt Addition and Block 5, Plat of New Coweta, as shown in Book 1M, Page 550, City of Coweta, Wagoner County, Oklahoma, less South State Highway 51 in section 18, Township 17 North, Range 16 East, City of Coweta, Wagoner County, Oklahoma.

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[OREILLY AUTO PARTS ZONING MAP.PDF](#)

### 3. Comprehensive Plan Update

The Planning Commission shall receive a presentation by Scott Bruce regarding the update to the City of Coweta Comprehensive Plan.

## VII. NEW BUSINESS

## VIII. ADJOURNMENT

**IF YOU REQUIRE A SPECIAL ACCOMMODATION PURSUANT TO THE AMERICANS WITH DISABILITIES ACT, PLEASE NOTIFY CITY HALL BY 9:00 A.M. ON THE DATE OF THE MEETING.**



**MINUTES  
COWETA PLANNING COMMISSION  
COWETA CITY HALL 310 S. BROADWAY  
MONDAY, NOVEMBER 25, 2019, 6:30 PM**

I. CALL TO ORDER

Chairperson Melanie Lander called the meeting to order at 6:31 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Carter Mathews	Present
Kathleen Robinson	Present
Jessica Morris	Absent
Joanna Jones	Present
Melanie Lander	Present

Chairperson Melanie Lander requested that the roll be called and a quorum was declared to be present.

IV. CONSENT

1. Consideration of the minutes of the regular meeting of October 28, 2019.

Motion was made by Commissioner Kathleen Robinson and seconded by Commissioner Melanie Lander to approve the minutes of the Coweta Planning Commission, regular meeting, held on October 28, 2019.

Motion passed by a vote of 4-0 with the following votes cast:

Carter Mathews	Yes – to approve
Kathleen Robinson	Yes – to approve
Jessica Morris	Not present
Joanna Jones	Yes – to approve
Melanie Lander	Yes – to approve

2. Consideration of the minutes of the special meeting of November 18, 2019.

Motion was made by Commissioner Carter Mathews and seconded by Commissioner Kathleen Robinson to approve the minutes of the Coweta Planning Commission, special meeting, held on November 18, 2019.

Motion passed by a vote of 4-0 with the following votes cast:

Carter Mathews	Yes – to approve
Kathleen Robinson	Yes – to approve
Jessica Morris	Not present
Joanna Jones	Yes – to approve
Melanie Lander	Yes – to approve

V. PUBLIC HEARINGS

1. Public Hearing CZ 19-06

Public hearing to accept public comment on CZ 19-06, an application by the City of Coweta to change the zoning of the following described property from CG (commercial general) to IL (light industrial): beginning at a point of 418 feet South of the Northwest corner Southwest Quarter; thence 448 feet East; 270 feet South; 484 feet West; 270 feet North to the point of beginning; Section 26, Township 18 North, Range 15 East of the Indian Base and Meridian, Wagoner County, Oklahoma, located at 10725 South 257<sup>th</sup> East Avenue.

Chairperson Melanie Lander open the floor for public comment. There were no citizens in attendance for this hearing. The public hearing was closed.

VI. OLD BUSINESS

1. CZ 19-06

Discussion and possible action regarding the recommendation of approval, approval with conditions, or denial of CZ 19-06, an application by the City of Coweta to change the zoning of the following described property from CG (commercial general) to IL (light industrial): beginning at a point of 418 feet South of the Northwest corner Southwest Quarter; thence 448 feet East; 270 feet South; 484 feet West; 270 feet North to the point of beginning; Section 26, Township 18 North, Range 15 East of the Indian Base and Meridian, Wagoner County, Oklahoma, located at 10725 South 257<sup>th</sup> East Avenue. (Chip Cohrs, Community Development Director)

City Planner, Tom E. Young, Jr., read the staff report. He also noted that he had mailed out public notices to the neighbors of this property to inform them of the proposed zoning change and had received no calls, letters or emails expressing objection.

Commissioner Joanna Jones made a motion to recommend approval to the City Council. That motion was seconded by Commissioner Melanie Lander.

Motion passed by a vote of 4-0 with the following votes cast:

Carter Mathews	Yes – to approve
Kathleen Robinson	Yes – to approve
Jessica Morris	Not present
Joanna Jones	Yes – to approve
Melanie Lander	Yes – to approve

VII. NEW BUSINESS

VIII. ADJOURNMENT

Chairperson Melanie Lander moved that the Coweta Planning Commission meeting be adjourned. There were no objections. The meeting was adjourned at 6:40 p.m.

Approved:

\_\_\_\_\_  
**Chairman**

\_\_\_\_\_  
**Secretary**

\_\_\_\_\_  
**Date**





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## Memorandum

To: Planning Commission  
From: Tom E Young Jr, City Planner  
Re: Chapter 18, amending language, adding Section 18.17 Community Kiosk Signs  
Date: 01-27-2020

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### **BACKGROUND**

This public hearing before the Planning Commission has been initiated by staff to amend language of the Coweta City Zoning Code: pertaining to regulation of signs, regarding Chapter 18, by amending language and adding Section 18.17 Community Kiosk Signs.

This amendment will amend language to Coweta Sign Code, Chapter 18, pertaining to regulation of signs, adding Section 18.17 Community Kiosk Sign: A City-provided informational sign structure with leased sign panels for the purpose of providing directional information for: single-unit and multi-unit residential developments, commercial developments, local businesses, not-for-profit agencies, and Community Facilities. The Community Kiosk Sign is classified as an Exempt Sign in Section 18.14 of this Chapter.

A Community Kiosk Sign may be single or double faced, maximum sign height for a kiosk sign structure shall be twelve (12) feet (144 inches), maximum sign width shall be six (6) feet (72 inches). Leasable sign panels shall be 19.5 inches (1.625 feet) by 50 inches (4.17 feet).

### **STAFF RECOMMENDATION**

Staff recommends that the Planning Commission recommend approval of these proposed amendments of the Sign Code to the City Council.

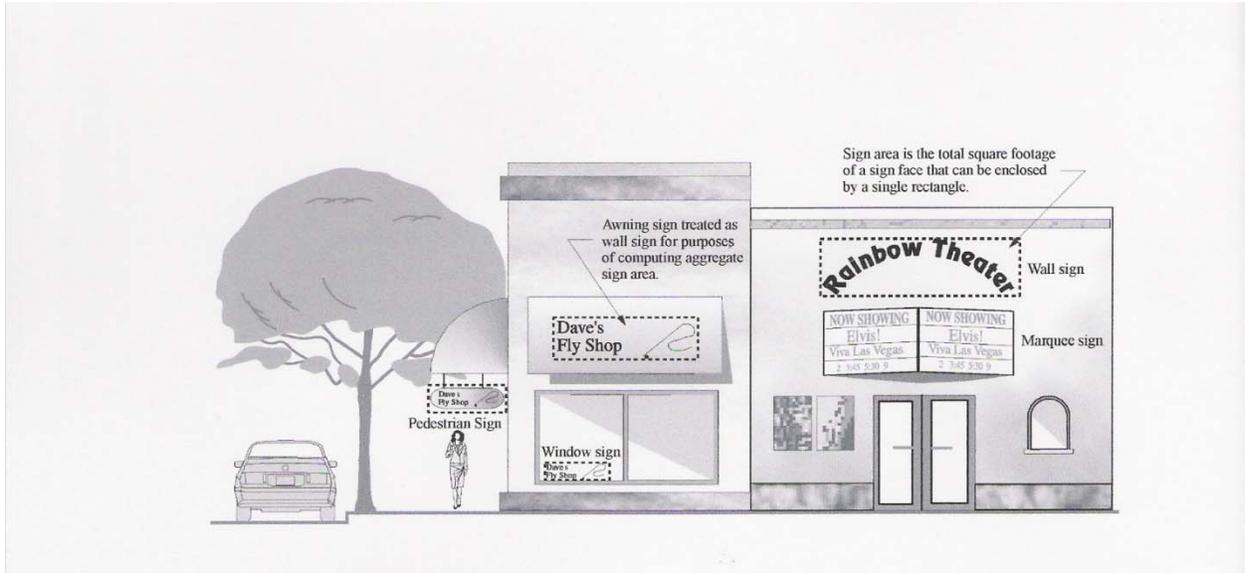
### **ATTACHMENTS**

1. Proposed amendatory language to the Coweta Sign Code.

# EXHIBIT 'A'

## CHAPTER 18

### SIGN CODE



- 18.1 PURPOSE
- 18.2 GENERAL LOCATION REQUIREMENTS
- 18.3 GENERAL USE CONDITIONS
- 18.4 AGRICULTURE DISTRICT USE CONDITIONS
- 18.5 RESIDENTIAL DISTRICT USE CONDITIONS
- 18.6 OFFICE DISTRICT USE CONDITIONS
- 18.7 COMMERCIAL AND INDUSTRIAL DISTRICT USE CONDITIONS
- 18.8 POLITICAL SIGNS
- 18.9 BANNERS, PORTABLE AND PROMOTIONAL SIGNS
- 18.10 PERMIT PROCESS
- 18.11 PENALTIES
- 18.12 DEFINITIONS
- 18.13 PROHIBITED SIGNS
- 18.14 EXEMPT SIGNS
- 18.15 VARIANCES
- 18.16 VARIANCE FOR OFF-SITE ADVERTISING
- 18.17 COMMUNITY KIOSK SIGNS

### 18.1 PURPOSE

This Code, together with future amendments thereof, shall be known and may be cited as the “City of Coweta Sign Code”.

The purpose and general intent of the City of Coweta Sign Code is as follows:

1. To provide for the appropriate use and location of signs in a manner that will not adversely affect or impact property values, compatibility of land use, community appearance and identity, and to otherwise promote the general welfare, public safety, convenience and order

## EXHIBIT 'A'

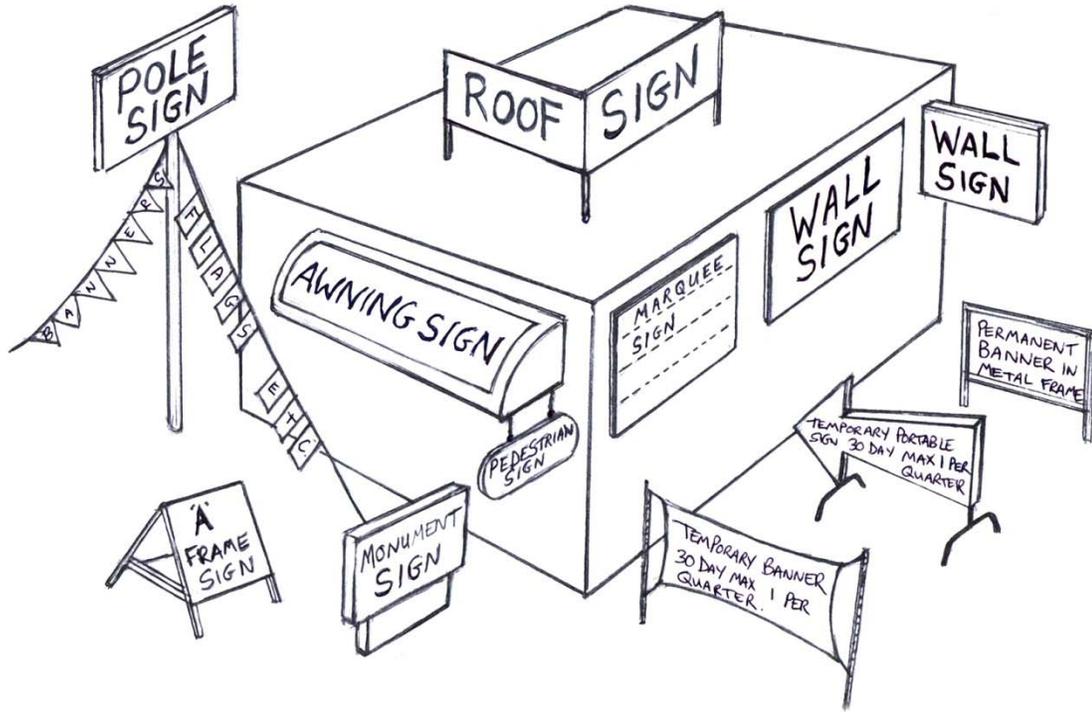
to the City of Coweta.

2. To establish standards and guidelines for the design, erection and installation of signs and other visual communication devices so that the City of Coweta may appear orderly and to prevent the needless clutter in appearance within the City by signs unreasonable in number, location, area and illumination.
3. To provide for the issuance, revocation, inspection and identification of signs within the City.
4. To provide for the removal of any sign that is in violation of or nonconformance with the intent and purpose of this Code

### **18.2 GENERAL LOCATION REQUIREMENTS**

1. Street Setback – No sign or portion thereof shall be permitted in the right-of-way of any street or area designated in the most recently adopted Coweta Major Street and Highway Plan as a future street under any circumstances except authorized traffic signals, signs or devices.
2. Intersection Setback – No sign shall be located less than thirty-five (35) feet from the intersection of the pavement of two (2) streets or from the intersection of street pavement and a railroad track. The point of intersection shall be measured from the edge of the paving.
3. Traffic Signal Clearance – No sign shall be located in such a manner as to obstruct or obscure or in any manner interfere with any traffic signal light or public warning sign.
4. Obstruction of View – Signs when located in such a manner so as to prevent any motorists from obtaining a clear view of approaching vehicles for a distance of five hundred (500) feet along any public right-of-way are prohibited.
5. No business sign shall be located within fifty (50) feet of an R district or City of Coweta Park if visible from such district.
6. All permanent ground signs shall maintain separation of fifty (50) feet from any other ground sign.
7. All permanent ground signs shall install a landscaped area at the base of the sign equal to the area of the sign, if located outside the Downtown Historical District.
8. No signage of any kind shall be affixed to any type of Utility Pole, Line, Fence, Tree, Wire, Transformer, Mailbox or similar device or structure.

# SIGN TYPES



## 18.3 GENERAL USE CONDITIONS

1. For the purpose of display surface area calculations, where a lot abuts more than one public street, that street frontage which is the larger shall be used.
2. Only one side of a double-faced sign shall be included in the computation of display surface area. Double-sided signs may be separated, as long as the interior angle formed by the intersection of the two display surfaces does not exceed thirty (30) degrees.
3. Illumination, if any shall be by constant light. No signs with flashing lights/strobes or similar feature are permitted.
4. The following signs shall not be prohibited by this ordinance if located outside the right of way, and further will not be included in the computation of display surface area for other permitted signs:
  - a. Nameplates, attached to the face of the wall and not exceeding two (2) square feet in surface area.
  - b. On-Site Temporary real estate signs on said property, indicating that said property is for sale or rent.

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- c. On-Site Temporary construction signs, which are faced to display along arterial street frontages, and not exceeding one-half square foot per linear foot of arterial street frontage; however, such temporary construction signs shall be restricted to thirty-two (32) square feet of display area.
- d. Signs, which are not visible from a public street.
- e. Tablets built into the wall of a building or other structure being used for inscriptions, memorials, or similar historic or dedicatory purposes.
- f. Non-Commercial Signs of warning, directive, or instructional nature erected by a public agency, franchised transportation, utility company, or governmental agency.
- g. Legal notices required by law to be posted.
- h. Election campaign signs, if erected not more than forty-five (45) days prior to an election and removed within seven (7) days following the election and not exceeding sixteen (16) square feet of display surface area
- i. Signs, which are attached by the manufacturer and function as labels.
- j. Signs located on accessory equipment or structures, which identify the manufacturer, make or model, and which are limited to fifteen (15) square inches or less for each piece of equipment or structure. By way of example, such equipment may include, but not be limited to, satellite dishes, air conditioners, fence components and similar items.
- k. Street address numbers painted on the structure or curb at the property owners' discretion approximately 3" tall and readable from the abutting street.
- l. Sign(s) painted or posted on the glass surface of windows or doors and pertaining to the business conducted therein.
- m. Signs that have not been issued a sign permit by the City of Coweta shall not be located in any zoning district of the City of Coweta, provided that signs which were legally permitted by the previous sign regulations prior to the adoption of this ordinance, or signs which were permitted by the County under previous regulations prior to annexation may continue to exist and receive ordinary maintenance unless and until the use of the sign is discontinued for a period of six (6) months, or the structure of the sign is damaged or destroyed in excess of fifty (50) percent of its value, at which time such sign must fully comply with the requirements of this ordinance. Banners, Portable and Promotional signs are covered in Section 18.9.
- n. Permanent use of a Temporary Portable Signs shall not be allowed in any zoning district.
- o. No sign containing facsimiles of traffic control devices of any sort shall be located within one hundred (100) feet of the point of intersection of two (2) or more public streets. No revolving red or blue lights shall be allowed. No sign containing light

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shall exceed an illumination of seventy (70) foot candles as measured at a two (2) foot distance from the source of illumination.

- p. Signs in planned unit developments (PUD) shall be governed by this Ordinance, but may be modified by the express terms of the PUD.
- q. **INSPECTIONS:** As part of the sign permit process, the permittee shall notify the Code Enforcement Office with the Community Development Department who shall inspect such signs and approve the same if it is in compliance with the provisions of this ordinance
- r. **ALTERATIONS:** A lawful sign that was erected with a sign permit before the adoption of this ordinance shall not be rebuilt, refurbished, revised or relocated without conforming to the requirements set forth herein.
- s. **MAINTENANCE:** All signs, together with all their supports, braces, guys and anchors, shall be kept in good repair and in a proper state of preservation. The Code Enforcement Officer may order the removal of any sign that is not maintained in accordance with the provisions of this ordinance.
- t. **REMOVAL OF CERTAIN SIGNS:** Any unlawful sign (without a sign permit) in the City of Coweta and those signs which no longer advertises a bona fide business being conducted, or a product being sold, shall within thirty (30) days after written notification from the Code Enforcement Officer be taken down and removed by the owner, agent or person having the beneficial use of the building or structure upon which such sign may be found. See section 18.3 (v).
- u. **OBSCENE MATTER:** It shall be unlawful for any person to display upon any sign or other advertising structure any obscene, indecent or immoral matter.
- v. **ENFORCEMENT OF UNLAWFUL OR UNSAFE SIGNS:** The violation of any provision of this Ordinance shall be a municipal offense and shall be subject to a minimum \$500.00 fine. Every day of violation shall be a separate and distinct offense. If a City of Coweta Code Enforcement Officer, or other employee designated by the City Manager to enforce provisions of the Ordinance, shall find that any sign or other advertising structure regulated by this Ordinance is unsafe or insecure, or is a nuisance to the public or has been constructed or erected or is being maintained in violation of this Ordinance, he or she shall have the authority to issue a Notice to Appear citation. In addition to the issuance of a Notice to Appear citation, the City shall have the authority to cause the removal of the unlawful sign and to have the reasonable costs of such removal, and related administrative cost, assessed against the property where the unlawful sign was located.
- w. For unlawful signs located on City property, the right-of-way shown on the City of Coweta Major Street and Highway Plan and/or City easements, including signs in violation of this Ordinance, the City Code Enforcement Officer, or other employee designated by the City Manager, shall have the authority to immediately remove such signs. In addition to the penalty provisions set for the above, any

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person seeking to retain custody of an unlawful sign removed from City property, City right-of-way, or City easements, shall pay to the City an administrative storage fee per fee schedule. After at least ten (10) days of storage the City shall have sign either recycled or otherwise properly disposed.

- x. No placards, leaflets, handbills or other similar signs shall be placed on the exterior wall or window of any building or public property in any district. All persons placing such materials, and all occupants and owners of buildings upon which such materials are placed shall be responsible for violation of this ordinance and punishable as per section 18.11.

### **18.4 AGRICULTURE DISTRICT USE CONDITIONS**

- 1. Signs as a Principal Use are not allowed in the Agricultural District.
- 2. Signs as Accessory Use are subject to the following conditions:
  - a. Business signs may only be erected on a lot upon which a business is located, advertising products or services available on the property where the sign is located. All signs erected on such lots shall be oriented to be read from such highways and meet all state and federal regulations.
  - b. The maximum display surface of ground signs shall be limited to an aggregate of one (1) square foot of display area per each lineal foot of street frontage, provided that no single sign shall exceed three hundred (300) square feet.
  - c. A minimum five hundred (500) feet spacing shall be maintained between signs except in the case of back-to-back signs, v-shaped signs subject to section 18.3(2), or signs separated by a building or other obstruction.
  - d. A ground sign shall not exceed thirty (30) feet in height, measured from the mean curb level of the lot upon which it is erected, unless in addition to the minimum setbacks prescribed in Section 18.2 General Location Requirements, the sign is setback one (1) foot for each foot of height exceeding thirty (30) feet provided the sign shall not exceed fifty (50) feet regardless of setback. Within one hundred (100) feet of the right-of-way of an abutting elevated street, a ground sign may be erected to a height fifteen (15) feet above the elevation of the street if the sign is designed to be viewed primarily from the elevated street and the sign does not exceed sixty (60) feet.
  - e. One bulletin board may be erected on each street frontage of an educational, religious, institutional, or similar use requiring announcement of its activities. The bulletin board shall not exceed twenty (20) square feet in area or ten (10) feet in height.

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- f. One identification sign may be erected on each street frontage of a permitted non-residential use. The sign shall not exceed thirty-two (32) square feet in surface area, or fifteen (15) feet in height.
- g. A real estate sign advertising the sale, rental, or lease of the premises may be erected on each street frontage of the premises. The sign shall not exceed eighty (80) square feet in surface area, or fifteen (15) feet in height.

### **18.5 RESIDENTIAL DISTRICT USE CONDITIONS**

- 1. Signs as Principal Uses are not allowed in residential districts.
- 2. Signs as Accessory Uses are subject to the following conditions:
  - a. One bulletin board may be erected on each street frontage of an educational, religious, institutional, or similar use requiring announcement of its activities. The bulletin board shall not exceed twelve (12) square feet in area or ten (10) feet in height.
  - b. One subdivision identification sign may be erected on each street frontage of a permitted non-residential use. The sign shall not exceed thirty-two (32) square feet in surface area, or ten (10) feet in height.
  - c. During the period of construction, a temporary sign advertising the construction of improvements on the premises may be erected on each perimeter street frontage of the development. The sign shall not exceed sixty-four (64) square feet in surface area, or fifteen (15) feet in height, and illumination, if any, shall be by constant light. All such signs must be removed upon completion of construction or revocation of the building permits being issued on more than seventy-five percent (75%) of the lots in the subdivision.
  - d. A temporary real estate sign advertising the sale, rental, or lease of the premises may be erected on each street frontage of a lot. The sign shall not exceed six (6) square feet in surface area, in an R district. and shall not be illuminated in any way.
  - e. No signs are permitted in residential districts for Home Occupations per section 208 (h) or Neighborhood Group Homes per section 209 (3).

#### **Temporary Directional Real Estate Signs in Residential Districts.**

- 1. No signage shall be placed or maintained on public right-of-way or easements. In addition to other allowed signage, one (1) temporary direction sign may be placed on private property in residentially zoned

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districts, with the consent of the property owner, provided that:

- a. Such sign shall not exceed four square feet in area per side and forty-two (42) inches in height;
- b. Such sign shall remain in place only from 9 a.m. Friday until 9 a.m. Monday;
- c. Such sign directs traffic to property in the residentially zoned district

**Garage/Yard Sale Signs:** Garage/yard sale signs shall be exempt, provided that:

1. The sign shall not exceed 4 square feet in surface area if the signs single-faced or 8 square feet in surface area if the sign is double-faced.
2. Only 1 sign shall be permitted for each lot where the garage/yard sale is being held; provided, however, that 1 sign shall be permitted along each side of a lot abutting a public street up to a maximum of 2 signs per lot.
3. The sign shall not exceed 5 feet in height from grade.
4. The sign shall be placed on private property on the premises of the sale and setback from any public right-of-way.
5. Any Garage Sale sign not picked up by the operator of the garage sale, the Code Enforcement Officer from the City of Coweta will consider it a nuisance and will follow that procedure.
6. Two (2) Temporary Off-Site Garage Sale signs are permitted at the closest major intersections to the site of the Garage Sale, provided the follow conditions are met: (1) A sign permit application is submitted and approved by the Community Development Department. (2) Written permission is obtained and submitted with the sign application to the Community Development Department from the landowner, which the off-site sign is placed.

## 18.6 OFFICE DISTRICT USE CONDITIONS

1. Signs as a Principal Use are not allowed in the Office District.
2. Signs as Accessory Uses are subject to the following conditions:
  - A. In the Office district, one business sign not exceeding thirty-two (32) square feet in surface area may be erected on each street frontage of a lot. Ground signs shall not exceed the height of the building in which the principal use is located or nor fifteen (15) feet in height, whichever is lower.

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- B. During the period of construction, a temporary sign advertising the construction of improvements on the premises may be located on each street frontage of the development. The sign shall not exceed thirty-two (32) square feet in surface area nor fifteen (15) feet in height.
- C. A temporary real estate sign advertising the sale, rental or lease of the premises may be erected on each street frontage of a lot. The sign shall not exceed thirty-two (32) square feet in surface area nor ten (10) feet in height.

### 18.7 COMMERCIAL AND INDUSTRIAL DISTRICT USE CONDITIONS

- 1. Signs as a Principal use are not allowed in the Commercial and Industrial Districts.
- 2. Signs as Accessory Uses are subject to the following conditions:
  - A. Height Requirements:
    - 1. A ground sign shall not exceed twenty (20) feet in height, measured from the mean curb level of the lot upon which it is erected, unless in addition to the minimum setback prescribed in Section 18.2, the sign is setback one (1) foot for each foot of height exceeding twenty (20) feet provided the sign shall not exceed fifty (50) feet regardless of setback. Within one hundred (100) feet of the right-of-way of an abutting elevated street, a ground sign may be erected to a height fifteen (15) feet above the elevation of the street if the sign is designed to be viewed primarily from the elevated street and the sign does not exceed sixty (60) feet.
    - 2. A roof sign shall not extend more than twelve (12) feet above the mean roof level of the structure to which it is affixed.
    - 3. A projecting sign shall not extend more than nine (9) feet above the mean roof level of the structure to which it is affixed.
  - B. Display Surface Area Requirements:
    - 1. The maximum display surface area of ground signs in a commercial or industrial district shall be limited to an aggregate of one (1) square foot of display area per each lineal foot of street frontage.
    - 2. The maximum display surface area for wall, canopy, roof and projecting signs in commercial and industrial districts shall be limited to one (1) square feet per each lineal foot of building wall to which the sign or signs are attached.
    - 3. Signs are permitted as accessory uses in the CN- Neighborhood Commercial District subject to the following conditions:

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- A) All business signs shall not exceed an aggregate display surface area of one (1) square foot of display area per each lineal foot of street frontage.
  - B) A ground sign shall not exceed twenty (20) feet in height, measured from the mean curb level of the lot upon which erected.
- 4. During the period of subdivision construction, a temporary sign advertising the construction of improvements on the premises may be located on each street frontage of the development. The sign shall not exceed thirty-two (32) square feet in surface area nor ten (10) feet in height.
  - 5. A temporary real estate sign advertising the sale, rental or lease of the premises may be erected on each street frontage of a lot. The sign shall not exceed thirty- two (32) square feet in surface nor ten (10) feet in height.

### **18.8 POLITICAL SIGNS**

Political campaign signs are allowed in any zoning district. No political campaign sign shall be erected more than forty-five (45) days prior to any election, nor shall any sign be permitted to remain on any property more than seven (7) days following an election; no political campaign signs shall be permitted on public property and they shall be permitted on private property only with the consent of the property owner; the display surface area of each political campaign signs located in R or O zoning districts shall not exceed sixteen (16) square feet in surface area; only one side of a double faced sign shall be computed in the computation of display area. These signs are not to be located in any public park or city owned property.

### **18.9 BANNERS, PORTABLE AND PROMOTIONAL SIGNS**

- 1. A banner, portable or promotional sign shall be permitted only as provided herein, and such permits will be limited to no more than four (4) per year for any single business. Such banners, portable or promotional signs shall be used for a period of no more than thirty (30) days on any one occasion. Permits issued under this ordinance must be used within twelve (12) months from the date the first permit is issued; are not transferable, and may not be renewed by the permit holder or by others for that location within (one) 1 year.
- 2. Signs previously permitted or allowed shall not be exempt from this amendment to the sign code.
- 3. All banners, portable or promotional signs shall conform to the zoning requirements for the location in which they are used, as well as those in section 18.2, General Location Requirements and section 18.3, General Use Conditions.

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4. Banners, portable and promotional signs shall be located only on privately owned or leased property, advertising products or services available on the property where the sign is located.
5. The banner, portable or promotional sign designation does not apply to business identification signs on company vehicles used in the daily operation of the business.
6. Vehicles with signage may not be parked Off-site or On-Site for the principal use of advertising.
7. No portable sign shall be placed unless such sign is anchored at each support by a steel rod driven at least eighteen (18) inches into the ground, or unless said sign is attached by a steel chain having at least three-quarters (3/4) inch links or by a steel cable of at least one-half (1/2) inch diameter to a building or to a permanent ground sign, or similar upright supporting structure. Regardless of any other provisions to the contrary, all signs and other advertising structures shall be designed and constructed to withstand a wind pressure of not less than forty (40) pounds per square foot of area, or of materials which are unlikely to become dangerous projectiles when propelled by windstorms.
8. Real estate signs are regulated in the usage guidelines for the zoning district in which they are located.
9. The permit fee for banners, portable and promotional signs shall be per fee schedule per thirty (30) day permitted time period, plus an additional fee per fee schedule if the sign requires an electrical connection. If electricity is required, the installation shall conform to the current Building and Electrical codes and be installed by a licensed electrical contractor who holds a current City of Coweta contractor's license.
10. Signs for Temporary Fireworks stands must follow the same permit procedure as a permanent sign.
11. Permanent banner signs are permitted in non-residential zoning. One sign is permitted per street frontage, per lot of record.

### 18.10 PERMIT PROCESS

1. No signs, except for temporary real estate signs located on and offering property for sale or for rent, having six (6) square feet or less of display surface, may be constructed or erected within the City, without first receiving a sign permit.
2. All permanent signs, which are permitted under this ordinance, or any future amendments thereto shall be installed by licensed sign contractors in accordance with the locations and plans approved at the time of application for a sign permit.
3. Regarding permits for banners, portable and promotional signs, see Section 18.10

## EXHIBIT 'A'

- (5).
4. A sign permitted for use shall not be changed at a later time to a different use without receipt of a permit for the new intended use.
  5. Applications for sign permits must include but are not limited to the following information:
    - a. Proof of ownership or written permission of the owner of the lot upon which the proposed sign will be constructed.
    - b. A detailed site plan of the property showing the proposed sign location and all structures and easements and driveways.
    - c. The proposed dimensions of the sign and a description of the method of supporting the sign.
    - d. The measurement of distances from the proposed signs to the designated state or federal highway, turnpike, street or relevant boundary of different zoning districts from the district in which the proposed sign is to be located.
    - e. The name and business address of the licensed sign contractor and the licensed electrical contractor or licensed electrical sign contractor if the sign is electrically powered.
    - f. The name and contact information of the sign owner.
    - g. Type of sign requested: Ground/Wall/Projecting etc. Permanent or temporary, illuminated or not illuminated.
    - h. Sign permit fees are as per the fee schedule as approved by the Coweta City Council.

\* Included in the permit fee is an inspection that is required by the City of Coweta. It is the responsibility of the Owner/Erector of the sign to contact the Community Development Department for an inspection upon completion of the installation of the sign.

### **18.11 PENALTIES**

1. The installation of any sign without obtaining the required permit is punishable under Section 1-108 General Penalty of the City of Coweta Code of Ordinances and shall be subject to double the permit fees as per fee schedule.

#### **SECTION 1-108 GENERAL PENALTY.**

- a. Except as otherwise provided by state law, whenever in this code or in any ordinance of the city an act is prohibited or is made or declared to be unlawful or an offense or a misdemeanor, or whenever in the code or

## EXHIBIT 'A'

ordinance the doing of any act is required or the failure to do any act is declared to be unlawful, where no specific penalty is provided therefore, the violation of any provision of this code or of any ordinance, upon conviction, shall be punished by a fine per the City of Coweta City Council. Each day or any portion of a day during which any violation of this code or of any ordinance shall continue shall constitute a separate offense.

- b. Any person who shall aid, abet or assist in the violation of any provision of this code or any other ordinance shall be deemed guilty of a misdemeanor and upon conviction shall be punished as provided in this section.”
2. In addition to available penalties, violation of any portion of the Zoning Code may be abated as a public nuisance upon the order of the City Manager or his designee’s. However, the City Manager shall provide an appropriate hearing after contacting the sign owner no later than fourteen days following the abatement, and the sign shall be preserved by the City until after said hearing. In the event the abatement of a sign is determined to be proper at such hearing, or if the hearing is waived, the costs of abatement may be assessed in accordance with state law.
3. Based upon the determination of the Community Development Department, any sign that was erected inside the City Limits of the City of Coweta without a sign permit after the effective date of this ordinance, the owner shall pay twice the normal sign permit fee.

### 18.12 DEFINITIONS

1. **Abandoned Sign:** Any sign that advertises a business, lessor, owner, product, service or activity that is no longer located on the premises where the sign is displayed.
2. **Advertising Devices:** Banners, streamers, wires, rope, wind operated devices, flashing lights or other similar contrivances affixed to poles to highlight a sign.
3. **A-Frame Sign:** Any Sign of a structural framework with steeply angled sides meeting at the top like the sides of the letter A. Such signs may also be known as sandwich board signs. One time permit fee per fee schedule.
4. **Area Marker:** A sign that designates or identifies a subdivision or development.
5. **Awnings:** Any structure made of cloth or metal with a metal frame attached to a building and not projecting over public right of way when so constructed to permit its being lowered to a position not over the public right of way and to permit its being raised to a position flat against a building when not in use.
6. **Billboard:** A sign that is designed for changeable messages which advertise or direct attention to a business, commodity, service or entertainment conducted, sold or offered elsewhere than on the premises upon which the sign is located or to impart a public service message. The billboard sign is usually larger than eight feet

## EXHIBIT 'A'

by four feet (8' x 4') in dimensions and may be owned by a commercial company that leases or rents the billboard space for advertising purposes.

7. **Business Sign:** Any display, device, figure, plaque, poster or sign maintained or used to advertise or to inform or to direct the attention of the public to a business or activity conducted upon the premises upon which such sign is located or to a product or service sold or rendered thereon.
8. **Changeable Copy Sign:** A sign designed to allow changing of copy manually.
9. **Community Kiosk Sign:** A City-provided informational sign structure with leased sign panels for the purpose of providing directional information for: single-unit and multi-unit residential developments, commercial developments, local businesses, not-for-profit agencies, and Community Facilities. The Community Kiosk Sign is classified as an Exempt Sign in Section 18.14 of this Chapter.
10. **Contractor Sign:** Signs that denote the architect, engineer, contractor, lending institution or other related business when placed upon work under construction.
11. **Copy:** Words, letters, numbers, figures, designs or other symbolic representations incorporated into a sign.
12. **Double Face Sign:** An advertising structure with faces in opposing directions and using the same supports, hardware and frame.
13. **Face of Building:** The total area of the main wall of a building, including windows, doors and openings, that abuts the front yard of a building or walls that are located on the front property line. On corner lots the face of the building shall include main walls facing the front yard and side yard or main walls fronting on all front and side property lines.
14. **Face:** That area of a business sign containing the advertising information, painting, drawing or message intended or used to advise or informs, and excludes trim and supports.
15. **Flashing Signs:** Any sign, the illumination of which is not constant in intensity when in use except illuminated signs, which indicate the date, time or temperature, or other public service information shall not be considered a flashing sign. Flashing signs are not permitted inside the City Limits of Coweta.
16. **Garage Sale Sign:** Signs advertising garage sales, or the sale of tangible personal property and include lawn sales, attic sales, flea market sales and similar sales of personal property are allowed on-site only.
17. **Ground Sign:** Any business sign which is not attached to a building but is supported by braces, post, or by any other means than by attachment to a building support.

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18. **Height of Sign:** The vertical distance from ground level to uppermost point of sign.
19. **Illegal Sign:** Any of the following:
  - a. A sign erected without first obtaining a permit and complying with all regulations in effect at the time of its construction or use;
  - b. A sign that was legally erected but whose use has ceased because the business it identifies is no longer conducted on the premises.
  - c. A nonconforming sign for which the amortization period has expired.
  - d. A sign that was legally erected which later became nonconforming and then was damaged to the extent of 50 percent or more of its current replacement value;
  - e. A sign that is a danger to the public or is unsafe; or
  - f. A sign that pertains to a specific event that has not been removed within five days after the occurrence of the event is subject to a fine per fee schedule.
20. **Inflatable:** Any sign or inflatable device of more than 2 cubic feet in capacity designed to be filled with air or a gas lighter than air, used singly or in cluster, displayed to attract the attention of the public. This definition shall include balloons and balloon signs.
21. **Marquee:** A roof-like structure of a permanent nature that projects from the wall of a building and may overhang public way. Changeable lettering may be a part thereof.
22. **Maximum Display Surface:** The area of the smallest geometric figure, or the sum of the combination of regular geometric figures, which comprise the face of the sign. The area of any double-sided or V shaped sign shall be the area of the largest single face only. The area of a sphere shall be computed as the area of a circle. The area of all other multiple sided signs shall be computed as 50 percent of the sum of the area of all faces of the sign.
23. **Menu Board Sign:** Any sign, which directs attention to a restaurant menu as an accessory structure to the restaurant with drive-through facilities. Such as a sign may be illuminated and freestanding, and contain a two-way communication system for the purpose of food ordering only.
24. **Monument Sign:** A freestanding sign with a base affixed to the ground, where the length of the base is at least two-thirds the horizontal length of the monument.
25. **Moving Sign:** Any sign which moves or has moving parts other than parts which indicate time, temperature; or other moving devices which provide needed public service information.

## EXHIBIT 'A'

26. **Nonconforming Sign:** An advertising structure or sign which was lawfully erected and maintained prior to the adoption of this Zoning Ordinance, and which has subsequently come under the requirements of this Zoning Ordinance but does not now completely comply.
27. **Off-Site Advertising Sign:** Any sign which directs the attention of the public, the business or activity conducted or product or service sold or offered at a location not on the same premises where such outdoor advertising sign is located.
28. **Pole Sign:** A freestanding sign with a base supported from the ground by a pole or a similar support structure of narrow width.
29. **Premises:** An area under a single ownership or a single lease, no part of which is separated from the other by any land under a different ownership or lease agreement.
30. **Projecting Sign:** Any sign, which is firmly attached to a building and extends outward there from.
31. **Right of Way:** Defined by the Coweta Major Street and Highway Plan. The actual street pavement plus the defined distance for future expansion of individual streets and highways located within the City of Coweta corporate limits.
32. **Roof Sign:** Any sign erected, constructed, or maintained upon the roof of any building.
33. **Sign Area:** The entire area of the actual message or copy area. It shall include decorative trim or embellishments but shall not include structural elements outside the limits of such display surface and not forming an integral part of the display. On all signs, all faces shall be counted in computing the sign area.
34. **Sign:** An identification, description, illustration, or device which is affixed to or represented directly or indirectly upon a building, structure, or land and which directs attention to a product, place, activity, person, institution or business.
35. **Special Event:** An event, activity, sale or service or other occasion that is temporary or seasonal in nature, is limited in duration and is not regularly repeated within the same calendar year. For the purposes of this definition, a Special Promotion or other similar occasion shall be deemed to be synonymous. A slogan e.g. (the store with the best bargains) shall not be deemed a special event. This shall be defined as, once a year for less than 30 days at a time.
36. **Street or Highway Frontage:** The distance along any one side or any public street or highway, street or alley, measured along the right of way line or parallel to the normal right of way line where the right of way line is not affixed.
37. **Temporary Signs:** Any sign intended to be displayed for a limited period of time and capable of being viewed from any public right of way, parking area or

## EXHIBIT 'A'

neighboring property. Portable signs or any sign not permanently embedded in the ground, or not permanently affixed to a building or sign structure are considered temporary signs. **30 days or less.**

38. **Vehicle Sign:** A sign that is attached to or painted on a vehicle that is parked on or adjacent to any property, the principal purpose of which is to attract attention to a product sold or business located on the property.
39. **Wall Sign:** Any sign which is painted on or firmly attached to a wall of any building and which does not extend beyond the building more than twelve (12) inches.
40. **Window Sign:** A sign posted, painted, placed, or affixed in or on a window exposed to public view. An interior sign that faces a window exposed to public view that is located within three feet of the window is also considered a window sign.

### 18.13 PROHIBITED SIGNS

1. Off-Site Advertising Signs
2. Billboard Signs regulated by other Sections of this Code. Ordinance 561.
3. Signs erected in violation of the City's building, electrical or sign codes, or other applicable local regulations.
4. Illuminated signs being powered by extension cords.
5. Signs erected in violation of federal or state law.
6. Portable signs and plastic arrow signs, except as allowed as temporary signage or in the Central Business District (CBD).
7. Animated flashing, rotating or revolving signs. Nothing contained herein shall be constructed to prohibit time and temperature or other public interest electronic message signs which otherwise conform to the provisions of the Sign Code.
8. Signs on vehicles used or intended to be used as an on-premise sign. It shall be prima facie evidence that a sign is used as an on-premise sign if a vehicle is parked on site for a continuous period exceeding 48 hours.
9. Temporary Off-Site Signs including portable, portable flashing arrow signs and banners.
10. Any inflatable sign.
11. Any advertising flag, except as provide for special events.
12. Any Obsolete sign, if not deemed Historical by the City of Coweta City Council.

### 18.14 EXEMPT SIGNS

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The following signs shall be exempt from the provisions of this chapter.

1. Official notices authorized by a court, public body or public safety official.
2. Directional, warning or informational signs authorized by federal, state, or municipal governments.
3. Memorial plaques, building identification signs and building cornerstones when cut or carved into a masonry surface or when made of noncombustible material and made an integral part of the building or structure.
4. The flag of a government or noncommercial institution such as a school.
5. Religious symbols and seasonal decorations within the appropriate public holiday season.
6. Works of fine art displayed in conjunction with a commercial enterprise where the enterprise does not receive direct commercial gain.
7. Street address signs and combination nameplate and street address signs that contain no advertising copy and which do not exceed (4) square feet in area.
8. **Community Kiosk Sign, as further discussed in Section 18.17 of this Chapter.**

### 18.15 SIGN VARIANCES

The City of Coweta Board of Adjustment may grant a variance to the requirements of this Code only if the applicant demonstrates compliance with the following criteria:

1. That the variance is necessary due to extraordinary or peculiar circumstances related to the size, shape, topography, or location of the subject property.
2. That the extraordinary or exceptional conditions of the subject property are not a direct result of the actions of the applicant.
3. That the variance as granted represents the least deviation from the prescribed regulations necessary to accomplish the purpose for which the variance is sought and which is consistent with the stated intent of this Code.
4. That the granting of the variance shall result in greater convenience to the public in identifying the business location for which a sign code variance is sought.
5. That the granting of the variance will not be detrimental to the public welfare will not constitute a public nuisance or adversely affect public safety.
6. That the granting of the variance will not interfere with the location and identification of adjacent businesses. Buildings or activities.

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### 18.16 Variance for Off-Site Advertising

The City of Coweta Board of Adjustment may grant a variance to the requirements of this Code only if the applicant demonstrates complete compliance with the following criteria:

All requests for off-site advertising will be required to submit a request to the Board of Adjustment for approval. The request must contain a detailed drawing of the sign, the requested location for said sign and a statement of hardship as to why off-site signage is a must for said business. Any sign approved for off-site advertising must meet the following requirements:

1. No off-site advertisement will be allowed that is not approved by the Board of Adjustments of the City of Coweta. Any sign that is constructed off site from said business, without prior approval granted by the Board of Adjustment, will be assessed a \$200.00 fine.
2. There will be a minimum separation of 400 feet between all off-site signs.
3. No sign will be placed closer than 65 feet from centerline of the roadway and no closer than 25 feet from any railroad tracks and not within the public right of way.
4. No sign shall be placed closer than 125 feet from the corner of any intersection.
5. Any sign to be placed on private property must have a lease agreement, from the property owner, submitted with request package.
6. All signs will be permitted for 12 months, and at the end of the permit period will require reapplication and issuance of a permit, without costs, to insure compliance. Any sign that is deemed out of compliance will be given 14 business days to fix any and all problems or sign will be removed. Any sign that is removed by the City for failure of compliance will be assessed a \$50.00 fine for removal.

A. Design and construction requirements are as follows:

1. Signs shall be professionally designed and constructed to compliment the community.
2. Signs placed near intersection will be no larger than 8 feet by 8 feet.
3. Signs placed in between intersections will be one of 3 sizes, but no larger than 4 feet by 8 feet, 4 feet by 6 feet and no smaller than 4 feet by 4 feet.
4. All signs may be 2-sided advertising and may be shared by separate businesses. If not, then the backside must be encased with MDO board white in color; no other color will be allowed.

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5. All signs must be built to withstand wind loads and cannot have any braces placed to support the sign other than the poles used to place the sign in the ground.
6. No sign will have metal poles to support sign in order to prevent breakaway ability.
7. All signs shall be made of ½-inch, pre-finished MDO board and framed with 4” by 4”, 5” by 5” or 6” by 6” treated lumber, which must be encased with finished white MDO board; no other color for encasement will be allowed.
8. The bottom of all signs will be no higher than 24” and no lower than 12” from the ground surface.

### B. Side Street Directional Offsite signs

1. Any side street business may request directional signs by submitting a request through the Board of Adjustment and must follow the same requirements as outlined above.
2. Directional signs, placed on buildings, at the alley or intersection, to direct traffic to businesses down a side street and/or alleys, may be permitted if permission is granted by the building owner. This permission must be in writing and submitted with the request.
3. All signs shall be 2 feet by 3 feet and shall be professionally designed and constructed, and must compliment the colors and material of the building in which it is applied to.

## 18.17 COMMUNITY KIOSK SIGNS

City of Coweta Community Kiosk Signs, with sign panels for annual lease, may be authorized for the purpose of providing directional information for single-unit and multiple-unit residential developments, commercial developments, local businesses, not-for-profit agencies, and Community Facilities. A Community Kiosk Sign may be single or double faced.

Maximum sign height for a kiosk sign structure shall be twelve (12) feet (144 inches), Maximum sign width shall be six (6) feet (72 inches). Leasable sign panels shall be 19.5 inches (1.625 feet) by 50 inches (4.17 feet).

Sign panels shall be located on designated City of Coweta owned kiosk structures within the public right-of-way, or, upon finding that such location will not permit adequate directional information, kiosk structures may be approved on private property (with a sign easement designating the City of Coweta as a third party beneficiary ) with the written permission of the property owner. Such permission shall include the consent of the property owners to allow the City of Coweta, in the event of non-compliance, to enter said property and remove the sign.

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1. Each City of Coweta kiosk sign panel may contain only the name of the subdivision or builder or new multi-family development, commercial development, local business, not-for-profit agency, community facility, the corporate logo, and a directional arrow.
2. No kiosk sign shall be placed within one hundred (100) feet of another except when they are on opposite sides of the same street.
3. Any directional sign panels shall conform to colors and design standards (set forth or approved) by the City of Coweta.
4. Any sign panel approved for a particular development project within the City of Coweta shall not be changed to another project without prior approval of the City of Coweta

### **Community Kiosk Sign Submittal and Permit Requirements**

1. Community Kiosk Sign Panel Permit is required for inclusion in the kiosk program. Permit applications shall be made in writing on forms provided by the City of Coweta.

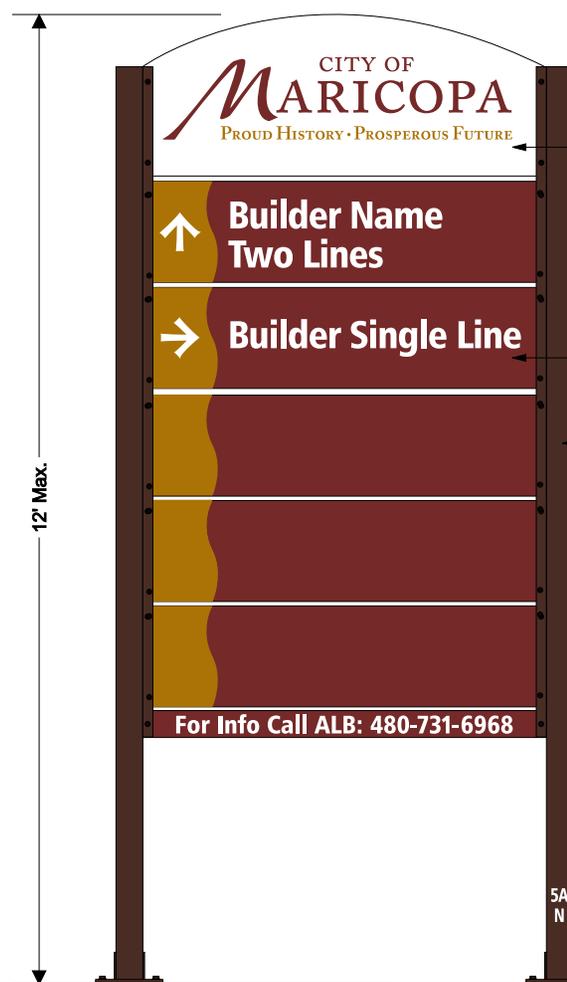
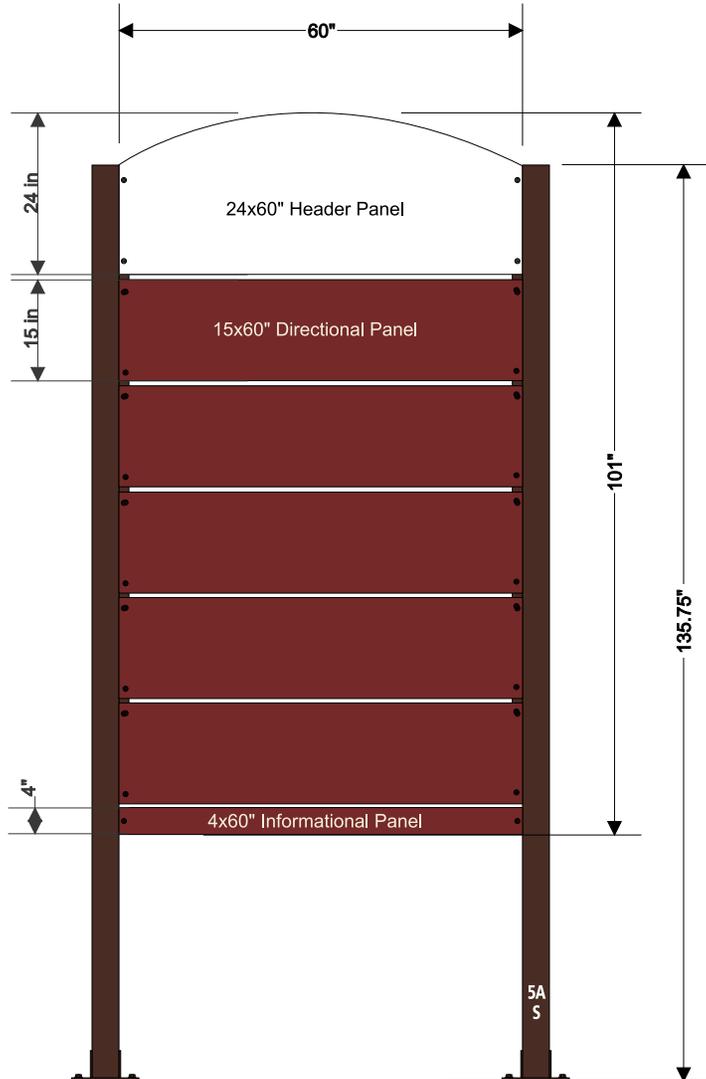
The following information shall be required as part of the Community Kiosk Sign Panel permit application and approval process:

- a. Copy/Wording/Logo for sign panel
  - b. Location of project, for directional purposes
  - c. Designation of Community Kiosk Sign location
2. One (1) copy of all information listed above shall be submitted with the application for each sign panel. (One (1) application per applicant, for more than one sign panel to be located on the same Kiosk structure is allowed.)
  3. Before issuing any the permit required by this Code, the City shall collect fees in accordance with a current fee schedule established by the City Council.
  4. Once reviewed and approved, the City of Coweta will order the sign panel(s) and have them installed per the approved permit(s).

101x60" (8'-5" x 5') Double-faced, multi-panel Kiosk sign. All clear spanning panels to be 3/16" aluminum, powdercoat finish (color as noted), mounted to 4x4" steel posts, powdercoat finish, with 1" vertical strap-steel tab for panel attachment. Posts to utilize 'breakaway' base, bolted to sub-grade anchor post set in concrete.

Location:

Dimensional Specs Only



Header Panels:

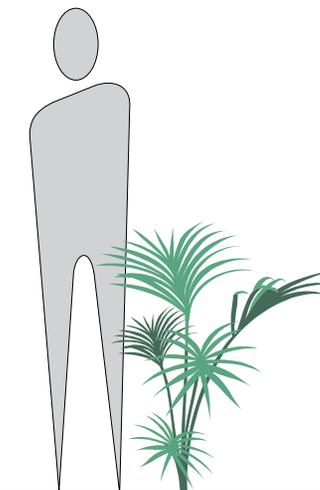
- White Powder coated panels.
- Computer-cut Pantone 139 C Gold H/P Vinyl.
- Computer-cut Pantone 491 C Burgundy H/P Vinyl.

Directional Panels:

- Computer-cut White vinyl arrows & copy.
- Computer-cut Pantone 139 C Gold H/P Vinyl.
- Match PMS 491C Powder coated panels.

Posts & Bases:

- RAL 8016 Powder coated.



**NOTICE OF PUBLIC HEARING REGARDING A PROPOSED AMENDMENT TO THE ZONING ORDINANCE OF THE CITY OF COWETA**

Notice is hereby given that a Public Hearing will be held before the Coweta Planning Commission at Coweta City Hall, 310 S. Broadway, Coweta, Oklahoma at 6:30 pm on the 27th day of January, 2020.

At the above time and place, the Planning Commission will consider a request to amend the City Zoning Code, Chapters 1-28, pertaining to regulation of signs, with regard to amending: Chapter 18, amending language and adding Section 18.17 Community Kiosk Signs

All persons interested in this matter may be present at the hearing to present their support for/objections against the above request.

In the event that the proposed amendment is approved in whole or part by the Planning Commission, said Commission shall submit its recommendation to the City Council of the City of Coweta for its consideration and action as provided by law.

The City Council's review of the recommendation of the Planning Commission on the proposed Text amendment is tentatively scheduled for the February 3, 2020 City Council meeting, at 6:00 PM, at Coweta City Hall, at the address listed above. Said information to be available from the office of the City Clerk.

Any questions or comments on the proposed amendment should be directed to Tom Young, City Planner at 918-279-7215.

Dated at Coweta, Oklahoma this 13th day of December 2019.

**Bill To:**

City of Coweta  
310 South Broadway  
Coweta, OK 74429  
(918) 486-2189 / (918) 279-7218  
(918) 486-5366 Fax  
wmcohrs@cityofcoweta-ok.gov



POST OFFICE BOX 850 • COWETA, OKLAHOMA 74429 • PH. (918) 486-2189 • FAX (918) 486-5366 • [www.cityofcoweta-ok.gov](http://www.cityofcoweta-ok.gov)

## Memorandum

To: Planning Commission  
From: Tom E Young Jr, City Planner  
Re: Closing and Vacation of Alleyways  
Date: 01-27-2020

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### BACKGROUND

This public hearing before the Planning Commission is for a request from O'Reilly Auto Parts Store to close and vacate the 20-foot-wide alleyway in Block 8, Orcutt Addition and Block 5, Plat of New Coweta as shown in Book 1M, page. 550, in Section 18, Township 17 North, Range 16 East of the Indian Base and Meridian, City of Coweta, Wagoner County, Oklahoma, being more particularly described as follows:

Beginning at a found 3/8-inch rebar with cap PLS 1547 at the Southeast corner of Lot 1 of said Block 5, thence S01°30'58"E 20.00 feet to a found 5/8-inch rebar with cap PLS 1974 at the Northeast corner of Lot 6 of said Block 5; thence S88°28'21"W 291.05 feet to a found 5/8-inch rebar with cap PLS 4849 on the Easterly right of way of Highway 51; thence along said right of way, N50°01'58"W 30.19 feet to a found 5/8-inch rebar with cap PLS 1974 on the South line of Lot 6 of said Block 8; thence departing said right-of-way, N88°28'21"E 313.66 feet to the point of Beginning, containing 6,047 square feet or 0.139 acres, more or less. The purpose of the closure and vacation is for new commercial construction.

To comply with notice requirements, the City is required to hold a Technical Advisory Committee meeting to give notice to all utility companies which may have a vested interest in the area. An agenda and notices were sent to the Technical Advisory Committee members on December 20, 2019 for a Technical Advisory Committee meeting, via email and First Class Mail, Certificate of Mailing USPS Form 3665. This satisfies Title 11 Oklahoma Statutes, Section 42-110, as the notice is more than 30 days prior to the passage of an ordinance for closure. Such an ordinance, if approved, would occur at the February 3, 2020 City Council meeting.

Coweta Public Works advised no issues with the proposed closure of the 20-foot-wide alley. Cox Communications advised no issues with the proposed closure of the 20-foot-wide alley. Oklahoma Natural Gas, advised no issues with the proposed closure of alleyways, cost of re-lactation of the ONG gas line will be at the cost of the requester. PSO advised that the Customer will need to work with PSO to establish a new point of service for the new facility. Windstream advised no issues with the proposed closure of alleyways, the cost for any facility re-lactation will be at the cost of the requester.

The Coweta Planning Commission is to hold a public hearing at the January 27, 2020 Planning Commission meeting, and make a recommendation to the City Council. This closure and vacation, when approved, shall not thereafter be changed without the approval of the City Council, by ordinance, after review and recommendation by the Planning Commission.

### **STAFF RECOMMENDATION**

Staff recommends approval of the closure and vacation of the 20-foot-wide alley adjoining O'Reilly Auto Parts Store properties.

### **ATTACHMENTS**

1. Area Maps
2. Site Grading Plan

**GENERAL NOTES:**

- A. REFER TO PROJECT MANUAL FOR ADDITIONAL REQUIREMENTS.
- B. SITE CONDITIONS BASED UPON SURVEY SUBMITTED BY OWNER. FIELD VERIFY EXISTING CONDITIONS BY DETAILED SITE INSPECTION PRIOR TO SUBMITTING BID AND BEGINNING CONSTRUCTION.
- C. FIELD VERIFY SANITARY SEWER SERVICE CONNECTION INVERT PRIOR TO ESTABLISHING FINAL FINISH FLOOR ELEVATION.
- D. COORDINATE WORK WITH OTHER SITE RELATED DEVELOPMENT DRAWINGS.

**STAGES OF CONSTRUCTION:**

1. CONTRACTOR TO PERFORM DETAILED SITE INSPECTION TO LOCATE ALL EXISTING UTILITIES AND VERIFY ANY POSSIBLE CONFLICTS WITH PROPOSED IMPROVEMENTS PRIOR TO BEGINNING ANY CONSTRUCTION. CONTACT OWNER WITH ANY CONFLICTS. MONTH 1
2. INSTALLATION OF CONSTRUCTION ENTRANCE. MONTH 1
3. INSTALLATION OF EROSION CONTROL FENCE. MONTH 1
4. DEMOLITION OF EXISTING SITE IMPROVEMENTS. MONTH 1
5. REMOVAL OF EXISTING PAVEMENT ON THE SITE. MONTH 1
6. INSTALLATION OF ALL STORM WATER DRAINAGE IMPROVEMENTS. MONTH 1
7. ROUGH GRADING. MONTH 1 & MONTH 2
8. CONSTRUCTION OF NEW SITE IMPROVEMENTS. MONTH 2
9. FINAL GRADING. MONTH 3
10. PLACEMENT OF FINAL LANDSCAPING ITEMS AND SOG. MONTH 3
11. REMOVAL OF EROSION CONTROL FENCE. MONTH 3

**FLOOD ZONE:**

BY GRAPHIC PLOTTING ONLY. THIS PROPERTY IS IN ZONE AE AND ZONE X OF THE FLOOD INSURANCE RATE MAP, COMMUNITY PANEL NO. 40145C0260H, WHICH BEARS AN EFFECTIVE DATE OF APRIL 17, 2012 AND IS IN A SPECIAL FLOOD HAZARD AREA. NO FIELD SURVEYING WAS PERFORMED TO DETERMINE THIS ZONE.

**RIP-RAP NOTE:**

HAND PLACE RIP-RAP IN ALL PLACES AS INDICATED ON THE PLAN. THE STONE FOR RIP-RAP SHALL CONSIST OF FIELD STONE OR ROUGH UNHEWN QUARRY STONE AS NEARLY AS UNIFORM, IN SECTION AS PRACTICAL. THE STONES SHALL BE DENSE, RESISTANT TO THE ACTION OF AIR AND WATER, AND SUITABLE IN ALL ASPECTS FOR THE PURPOSE INTENDED UNLESS OTHERWISE SPECIFIED. ALL STONES USED AS RIP-RAP SHALL WEIGH BETWEEN 30-150 POUNDS EACH, AND AT LEAST 80 PERCENT OF THE STONES SHALL WEIGH MORE THAN 100 POUNDS EACH. STONES SHALL BE A MINIMUM OF 6" IN DIAMETER AND PLACED A MINIMUM OF 18" BELOW FINISH GRADE.

**PIPE NOTES:**

1. THE APPROVED PIPE MATERIALS ARE HIGH DENSITY POLYETHYLENE PIPE (HDPE), CORRUGATED METAL PIPE (CMP), AND REINFORCED CONCRETE PIPE (RCP). ANY PIPE ALTERNATES WILL REQUIRE OWNER APPROVAL.
2. ALL PIPE IS TO BE INSTALLED PER THE MANUFACTURER'S REQUIREMENTS AND MEET COVER REQUIREMENTS PER THE MANUFACTURER.
3. ALL PIPE SHALL BE MIN. HS-20 LOADING AND MEET ALL APPLICABLE ASTM STANDARDS.
4. ALL PIPES SHALL HAVE A MINIMUM MANNING'S ROUGHNESS COEFFICIENT, n=0.13.

**SITE EXCAVATION REQUIREMENTS:**

1. A GEOTECHNICAL ANALYSIS HAS BEEN PERFORMED ON THIS SITE. REFER TO PROJECT MANUAL FOLLOW GEOTECHNICAL ANALYSIS RECOMMENDATION FOR SITE EXCAVATION.
2. REFER TO STRUCTURAL DRAWINGS FOR BUILDING EXCAVATION REQUIREMENTS.

**EROSION CONTROL & MAINTENANCE PLAN NOTES:**

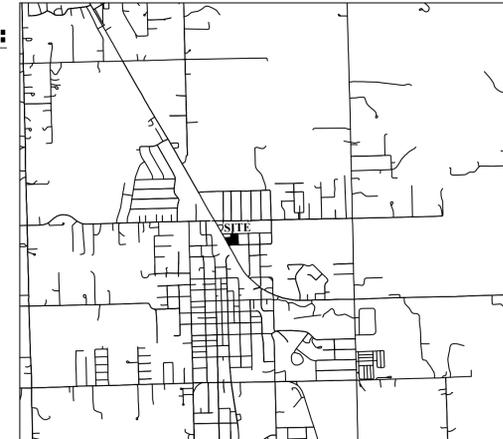
1. RETAIN FLOATABLE WIND BLOWN MATERIALS ON SITE BY STORING ALL TRASH AND BUILDING MATERIAL WASTE IN ENCLOSURES UNTIL PROPER DISPOSAL AT OFF-SITE FACILITIES. CHECK ADJACENT AREAS DAILY AND PICK UP CONSTRUCTION WASTE MATERIALS AND DEBRIS THAT HAVE BLOWN OR WASHED OFF SITE.
2. PERMANENTLY STABILIZE ALL SURFACE AREA WITHIN AND ADJACENT TO THIS SITE THAT IS DISTURBED BY VEHICLES, GRADING AND OTHER CONSTRUCTION FOR THE PROPOSED FACILITY. STABILIZATION IS OBTAINED WHEN THE DISTURBED SURFACE IS COVERED WITH STRUCTURES, PAVING AND/OR PERENNIAL VEGETATION HAVING A UNIFORM COVERAGE DENSITY OF AT LEAST 80%. STABILIZATION OF ALL DISTURBED AREA IS REQUIRED BEFORE TERMINATING MAINTENANCE AND REMOVAL OF EROSION CONTROL MEASURES.
3. CONTRACTORS SHALL INSPECT POLLUTION CONTROL MEASURES AT LEAST ONCE EVERY 7 DAYS AND WITHIN 24 HOURS AFTER A STORM EVENT OF 1/2 INCH OR GREATER. DAMAGED MEASURES THAT PROVE TO BE INEFFECTIVE SHALL BE REPLACED WITH MORE EFFECTIVE MEASURES OR ADDITIONAL MEASURES WITHIN SEVEN DAYS. REPEATED FAILURE OF A CONTROL MEASURE REQUIRES INSTALLATION OF A MORE SUITABLE DEVICE TO PREVENT DISCHARGE OF POLLUTANTS FROM THE CONSTRUCTION SITE.
4. INSTALLATION OF ADDITIONAL EROSION CONTROL MEASURES MAY BE REQUIRED BY THE CITY OR STATE. CONTRACTOR TO VERIFY REQUIREMENTS PRIOR TO BEGINNING ANY WORK ON PROJECT SITE.
5. CARE SHALL BE TAKEN TO MINIMIZE THE ENCROACHMENT OF SEDIMENT INTO ALL STORM DRAIN APPURTENANCES, PUBLIC STREETS, AND ONTO PRIVATE PROPERTY UNTIL IMPERVIOUS MATERIAL (ROAD/PARKING AREA SURFACE) IS APPLIED OR UNTIL PROPOSED LANDSCAPE HAS BEEN ESTABLISHED.
6. REFER TO 1/12 FOR SILT FENCE CONSTRUCTION.
7. ALL GRASS SLOPES WHICH EXCEED 3:1 (H:V) SHALL UTILIZE CONTECH CONSTRUCTION PRODUCTS PERMANENT TURF REINFORCEMENT MAT 450 OR APPROVED EQUAL. MATS SHALL BE INSTALLED PER MANUFACTURER'S SPECIFICATIONS AND STANDARDS. CONTRACTOR SHALL COORDINATE INSTALLATION INSPECTION WITH MANUFACTURER.

**STORM WATER RUNOFF SUMMARY:**

TOTAL PROPERTY AREA= 1.66 ACRES  
TOTAL DISTURBED AREA = 1.65 ACRES, THEREFORE NOI WILL BE OBTAINED.  
REFER TO STORMWATER REPORT PREPARED BY ANDERSON ENGINEERING.

**CONSTRUCTION EGRESS NOTES:**

1. CONSTRUCTION EGRESS SHALL BE 25" MINIMUM WIDTH AND 30" MINIMUM LENGTH AND 6" MIN THICKNESS OF STONE (1.5" X 3.5") COARSE AGGREGATE WITH GEOTEXTILE UNDERLINER. REFER TO THE CITY OR STATE FOR ANY ADDITIONAL REQUIREMENTS.
2. THE EXIT SHALL BE MAINTAINED IN A CONDITION WHICH WILL PREVENT TRACKING OR FLOW OF MUD ONTO PUBLIC RIGHT-OF-WAY. THIS MAY REQUIRE PERIODIC TOP DRESSING WITH 1.5-3.5 INCH STONE, AS CONDITIONS DEMAND, AND REPAIR AND/OR CLEAN OUT OF ANY STRUCTURE USED TO TRAP SEDIMENT. ALL MATERIALS SPILLED, DROPPED, WASHED, OR TRACKED FROM VEHICLES OR SITE ONTO ROADWAYS OR INTO STORM DRAINS MUST BE REMOVED IMMEDIATELY.
3. WHEELS MUST BE CLEANED TO REMOVE MUD PRIOR TO ENTRANCE ONTO PUBLIC RIGHT-OF-WAY. WHEN WASHING IS REQUIRED, IT SHALL BE DONE ON AN AREA WITH CRUSHED STONE WHICH DRAINS INTO AN APPROVED SEDIMENT TRAP OR SEDIMENT BASIN LOCATED PER THE CITY OR STATE REQUIREMENTS.



VICINITY MAP  
NOT TO SCALE



Know what's below  
Call before you dig.

**SPECIAL NOTE:**  
PRIOR TO BEGINNING ANY SITE WORK & ORDERING OF MATERIALS, CONTRACTOR SHALL FIELD VERIFY ALL UTILITY & DRAINAGE CONNECTIONS TO EXISTING SYSTEMS BY POT HOLEING AND SHALL NOTIFY ENGINEER OF NEEDED CHANGES. FAILURE TO DO SO WILL RESULT IN THE CONTRACTOR BEING RESPONSIBLE FOR ALL REVISION COSTS AND DELAYS.

**SPECIAL NOTE:**  
PRIOR TO CONTRACT CLOSURE, CONTRACTOR SHALL SECURE THE SERVICES OF A REGISTERED LAND SURVEYOR TO PROVIDE SITE SURVEY OF COMPLETED PROJECT CONDITIONS AND SUBMIT FOR REVIEW AND APPROVAL BY OWNER. REFER TO PROJECT MANUAL FOR ADDITIONAL REQUIREMENTS.

**SPECIAL NOTE:**  
FIELD VERIFY SANITARY SEWER CONNECTION INVERT PRIOR TO ESTABLISHING FINAL FINISH FLOOR ELEVATION. REFER TO SITE UTILITIES PLAN.

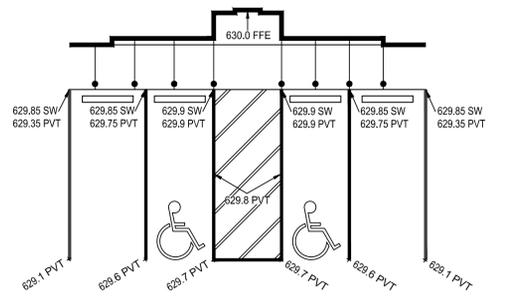
**SPECIAL NOTE:**  
CONTRACTOR SHALL FIELD VERIFY PROPOSED GRADES MATCH EXISTING PAVEMENT AT DRIVEWAY ENTRANCES. CONTRACTOR SHALL NOTIFY ENGINEER IF DISCREPANCY OCCURS.

**CAUTION:**  
INFORMATION ON THIS DRAWING CONCERNING TYPE AND LOCATION OF UNDERGROUND AND OTHER UTILITIES IS NOT GUARANTEED TO BE ACCURATE OR ALL INCLUSIVE. THE CONTRACTOR IS RESPONSIBLE FOR MAKING HIS OWN DETERMINATION AS TO THE TYPE AND LOCATION OF UNDERGROUND AND OTHER UTILITIES AS MAY BE NECESSARY TO AVOID DAMAGE THERETO.

**KEY NOTES:**

- C1 HANDICAP PARKING AREA. SEE DETAIL 2/C1.1
- C2 INSTALL CONSTRUCTION EGRESS PER NOTES.
- C3 INSTALL EROSION CONTROL FENCE PER DETAIL 1/C1.2
- C4 INSTALL 1000 SF OF RIPRAP TRUCKLE CHANNEL REFER TO DETAIL 2/C1.2
- C5 INSTALL 45 LF OF 18"Ø PIPE. REFER TO PIPE NOTES. INV = 626.7'
- C6 INSTALL 4'x4' AREA INLET. RIM=628.6' INV IN=626.2' INV OUT=626.1' REFER TO DETAIL 3/C1.2
- C7 INSTALL 120 LF OF 18"Ø PIPE. REFER TO PIPE NOTES. INV = 626.1'
- C8 INSTALL 4'x4' AREA INLET. RIM=628.6' INV IN(IN)=627.2' INV IN(NE)=625.5' INV OUT(S)=625.4' REFER TO DETAIL 3/C1.2
- C9 INSTALL 95 LF OF 24"Ø PIPE. REFER TO PIPE NOTES. INV = 625.4'
- C10 5' CURB CUT WITH 35 SF RIP-RAP PAD. REFER TO DETAIL 5/C1.2
- C11 INSTALL 40 LF OF 18"Ø PIPE. REFER TO PIPE NOTES. INV = 624.7'
- C12 INSTALL 4'x4' OUTLET STRUCTURE. TOP = 624.3' INV = 624.8' REFER TO DETAIL 4/C1.2
- C13 INSTALL 70 LF OF 18"Ø PIPE. REFER TO PIPE NOTES. INV = 624.8'
- C14 INSTALL 4'x4' AREA INLET. RIM=628.6' INV IN(N)=624.3' INV IN(E)=624.4' INV OUT(W)=624.3' REFER TO DETAIL 3/C1.2
- C15 INSTALL 20 LF OF 24"Ø PIPE. REFER TO PIPE NOTES. INV = 624.3'
- C16 CONTRACTOR TO ADJUST MANHOLE LID TO BE FLUSH WITH PROPOSED PAVEMENT. EXISTING RIM = 627.9' PROPOSED RIM = 627.9' FIELD ADJUST AS NECESSARY.
- C17 PROTECT AND MAINTAIN EXISTING SANITARY SEWER DURING CONSTRUCTION.

**2 HANDICAP PARKING DETAIL**  
C1.1 SCALE: 1" = 10'



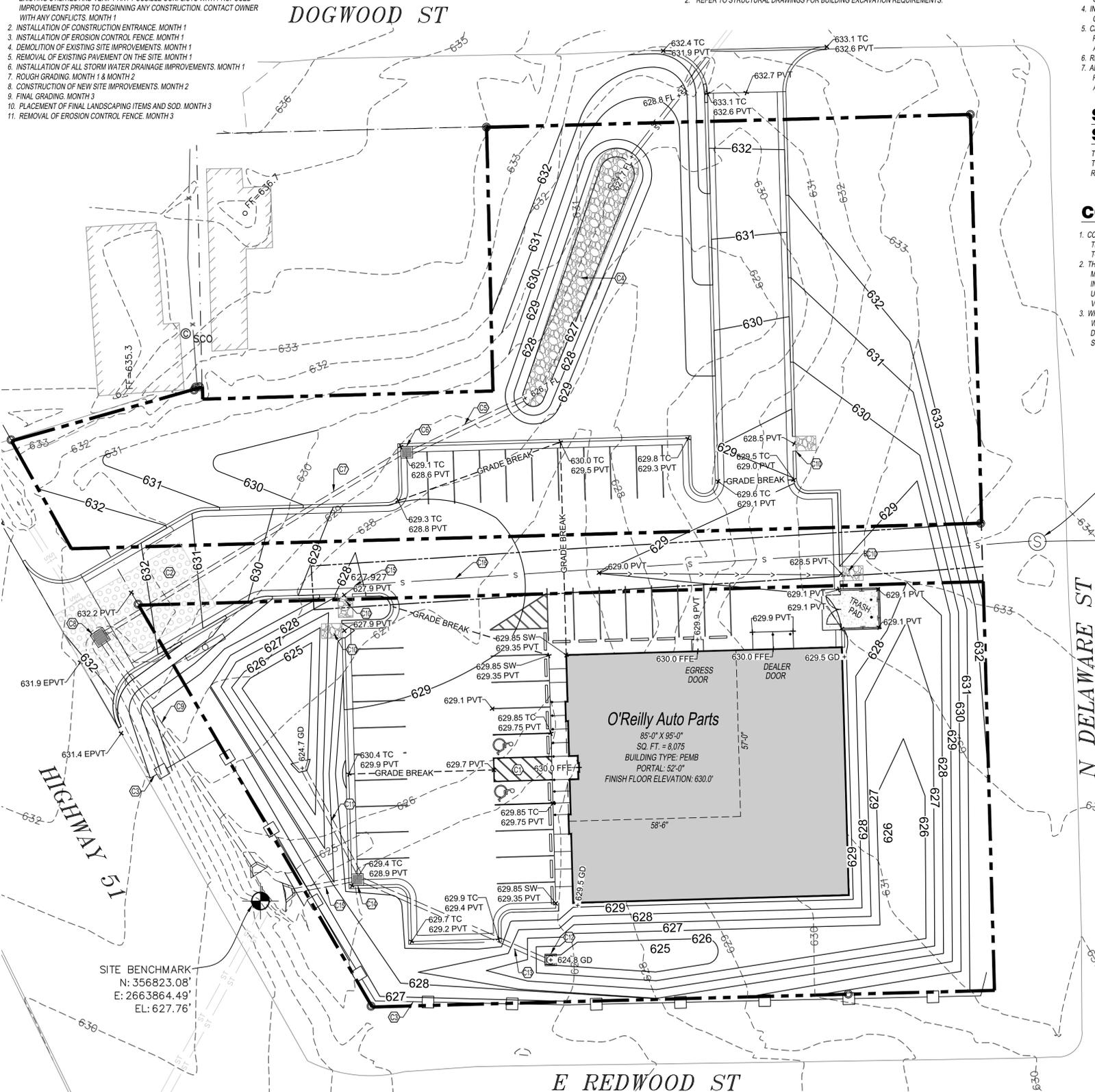
HANDICAP AREA TO BE ADA COMPLIANT. SLOPES SHALL NOT EXCEED 2.0% IN ANY DIRECTION IN THIS AREA.

**SYMBOLS LEGEND**

REFER TO SURVEY (SV1) FOR EXISTING CONDITION SYMBOLS LEGEND AND SITE CONTROL.			
LIST	SYMBOLS	DESCRIPTION	ABBREVIATION
---	-6.30-	EXISTING GRADE LINES	NONE
---	630	PROPOSED NEW GRADE LINES	SIV
---	630.0 PVT	NEW SPOT ELEVATIONS	TW
---	630.0 PVT	SIDEWALK	TC
---	630.0 PVT	TOP OF WALL	PVT
---	630.0 PVT	TOP OF CURB	GD
---	630.0 PVT	TOP OF PAVEMENT	CONC
---	630.0 PVT	NEW GRADE CONCRETE	ETC
---	630.0 PVT	EXISTING TOP OF CURB	EGD
---	630.0 PVT	EXISTING PAVEMENT	EPVT
---	630.0 PVT	EXISTING SIDEWALK	ESW
---	630.0 PVT	FLOW LINE	FL
---	630.0 PVT	TOP OF BERM	TOP
---	630.0 PVT	NEW BUILDING CONSTRUCTION	
---	630.0 PVT	NEW SIGN LOCATION	
---	630.0 PVT	NEW CONCRETE PAVING BLOCK	
---	630.0 PVT	TEMPORARY EROSION CONTROL FENCE	
---	630.0 PVT	SURFACE FLOW ARROW	

**BENCHMARK INFORMATION**  
TBM IS A "SQUARE CUT" AT THE NORTHEAST CORNER OF A CONCRETE HEADWALL ON THE EAST RIGHT-OF-WAY OF OKLAHOMA STATE HIGHWAY 51, WITH AN ELEVATION OF 627.76 FEET, AS SHOWN.

**1 SITE GRADING PLAN**  
C1.1 SCALE: 1" = 20'-0"



INDIVIDUAL ARCHITECTURAL REGISTRATION NO.: A3998



SHEETS BEARING THIS SEAL ARE AUTHENTICATED. RESPONSIBILITY FOR ALL OTHER PLANS, SPECIFICATIONS OR INSTRUMENTS ARE DISCLAIMED.

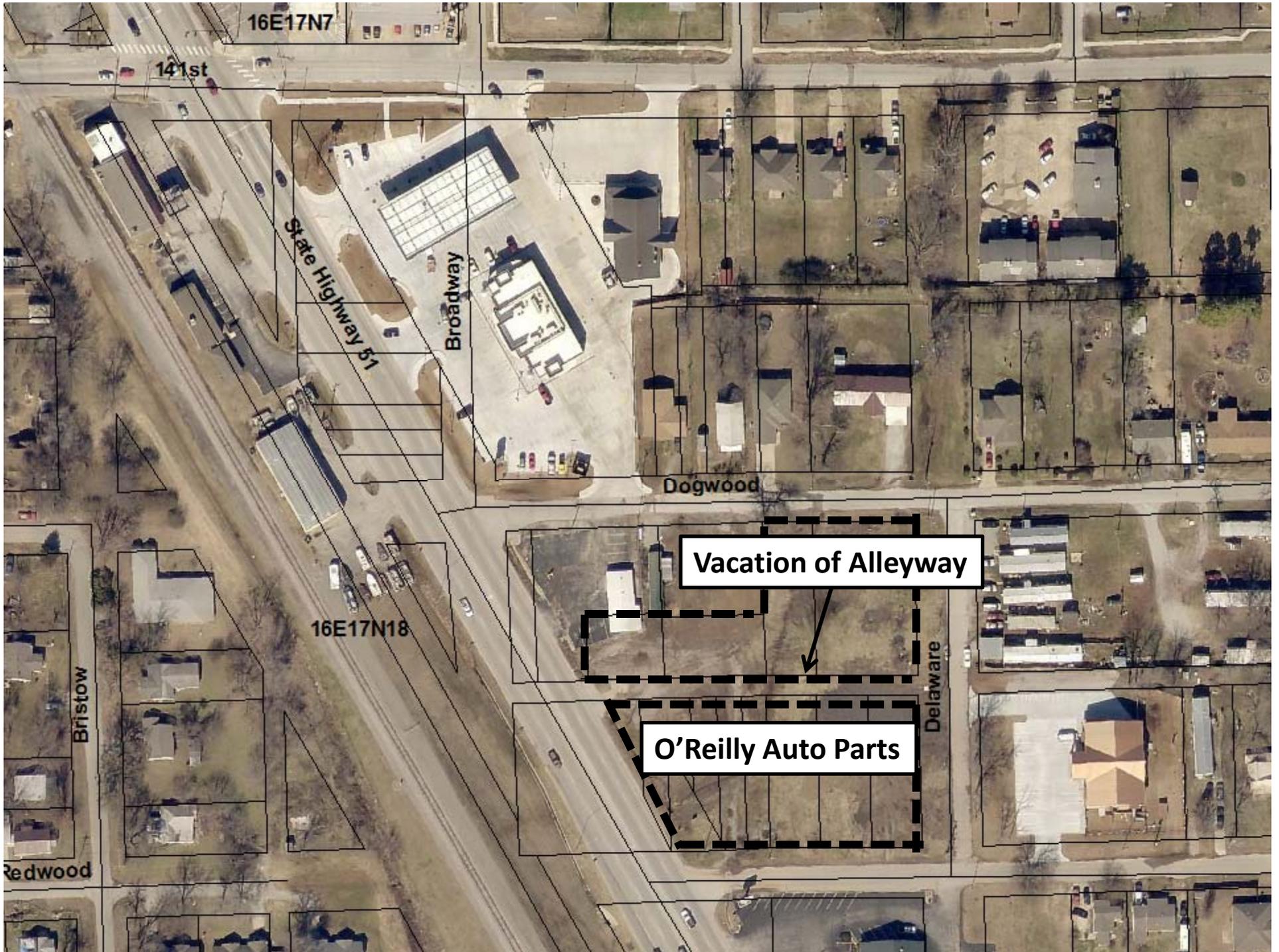
**Reilly AUTO PARTS**  
CORPORATE OFFICES  
233 SOUTH PATTERSON  
SPRINGFIELD, MISSOURI 65802  
(417) 862-2674 TELEPHONE

PROJECT:  
**NEW O'REILLY AUTO PARTS STORE**  
14211 OK-51  
COWETA, OKLAHOMA

**MO ANDERSON ENGINEERING**  
EMPLOYEE OWNED  
ENGINEERS • SURVEYORS • LABORATORIES • DRILLING  
2506 W. W. WILSON BLVD. • PATRICK JOYCE PE# 28843  
PROJ. # 19SP10006

DRAWN BY: **JH** CHECKED BY: **JD**  
DATE: **09/12/19**  
REVISION:  
PROJECT NUMBER: **COW**  
SHEET NUMBER: **C1.1**

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16E17N7

141st

State Highway 51

Broadway

Dogwood

Vacation of Alleyway

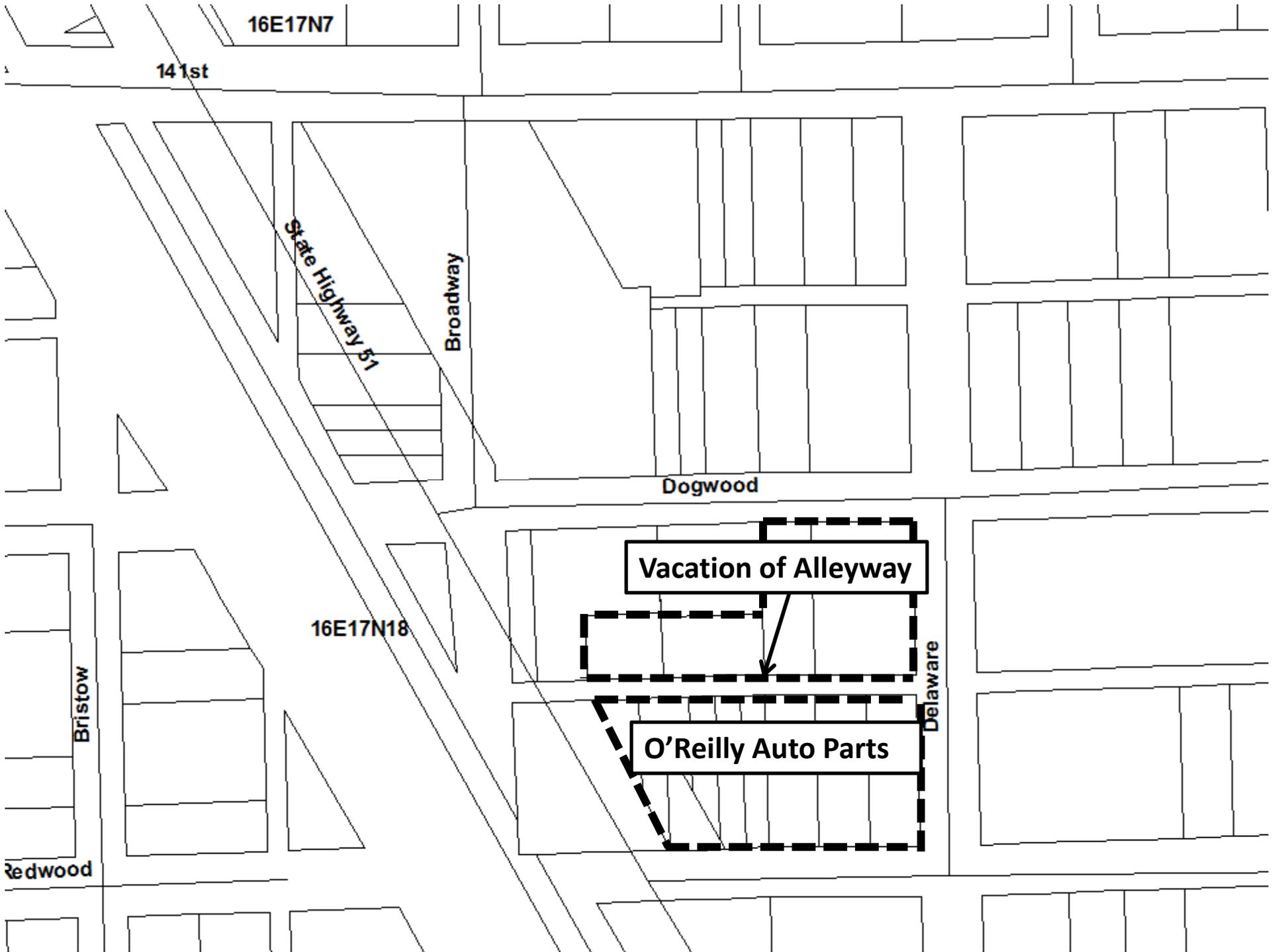
16E17N18

Delaware

O'Reilly Auto Parts

Bristow

Redwood



16E17N7

141st

State Highway 51

Broadway

Dogwood

Vacation of Alleyway

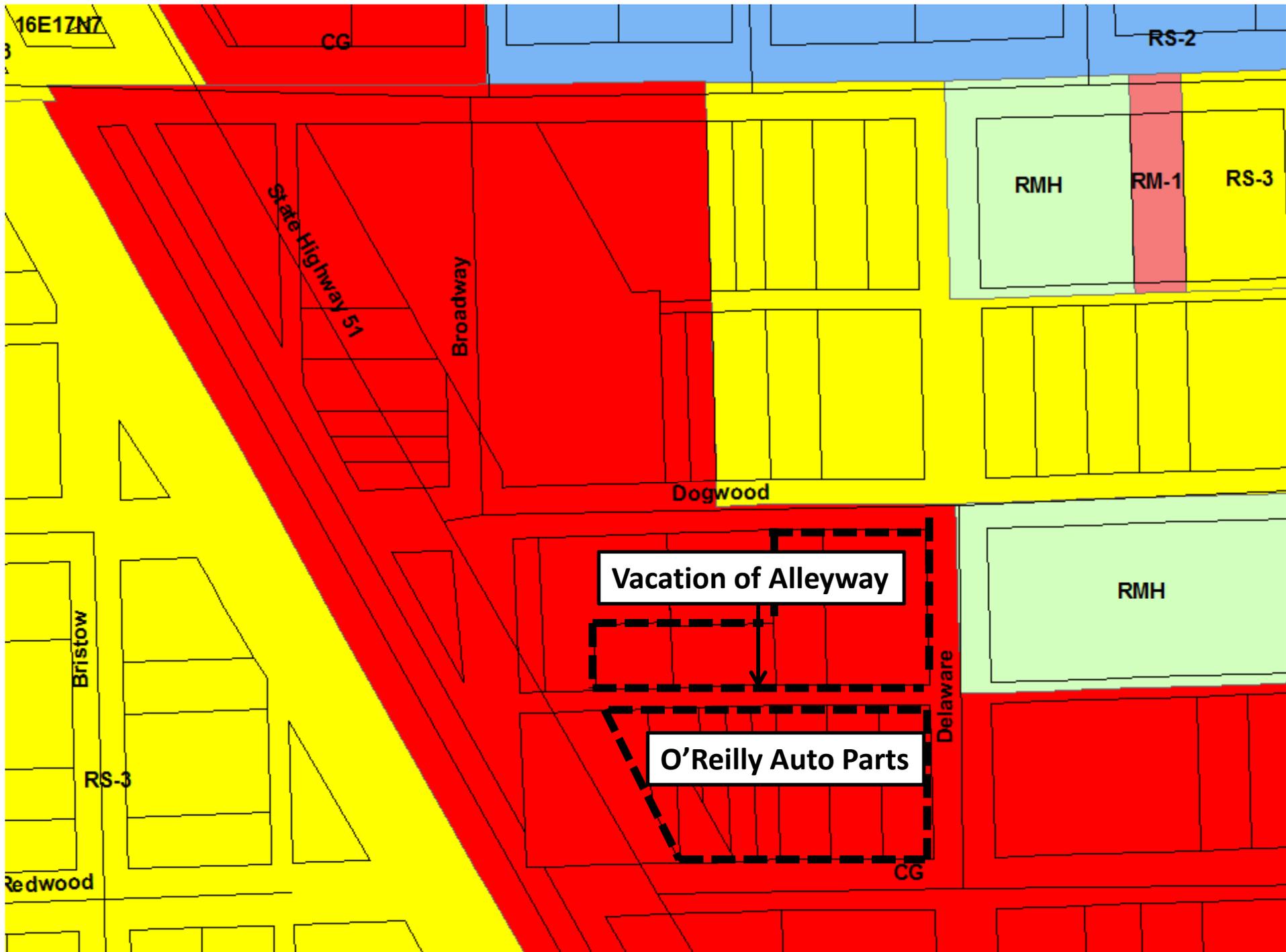
16E17N18

Delaware

O'Reilly Auto Parts

Bristow

Redwood





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## Memorandum

To: Planning Commission  
From: Tom E Young Jr, City Planner  
Re: Chapter 18, amending language, adding Section 18.17 Community Kiosk Signs  
Date: 01-27-2020

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### **BACKGROUND**

This public hearing before the Planning Commission has been initiated by staff to amend language of the Coweta City Zoning Code: pertaining to regulation of signs, regarding Chapter 18, by amending language and adding Section 18.17 Community Kiosk Signs.

This amendment will amend language to Coweta Sign Code, Chapter 18, pertaining to regulation of signs, adding Section 18.17 Community Kiosk Sign: A City-provided informational sign structure with leased sign panels for the purpose of providing directional information for: single-unit and multi-unit residential developments, commercial developments, local businesses, not-for-profit agencies, and Community Facilities. The Community Kiosk Sign is classified as an Exempt Sign in Section 18.14 of this Chapter.

A Community Kiosk Sign may be single or double faced, maximum sign height for a kiosk sign structure shall be twelve (12) feet (144 inches), maximum sign width shall be six (6) feet (72 inches). Leasable sign panels shall be 19.5 inches (1.625 feet) by 50 inches (4.17 feet).

### **STAFF RECOMMENDATION**

Staff recommends that the Planning Commission recommend approval of these proposed amendments of the Sign Code to the City Council.

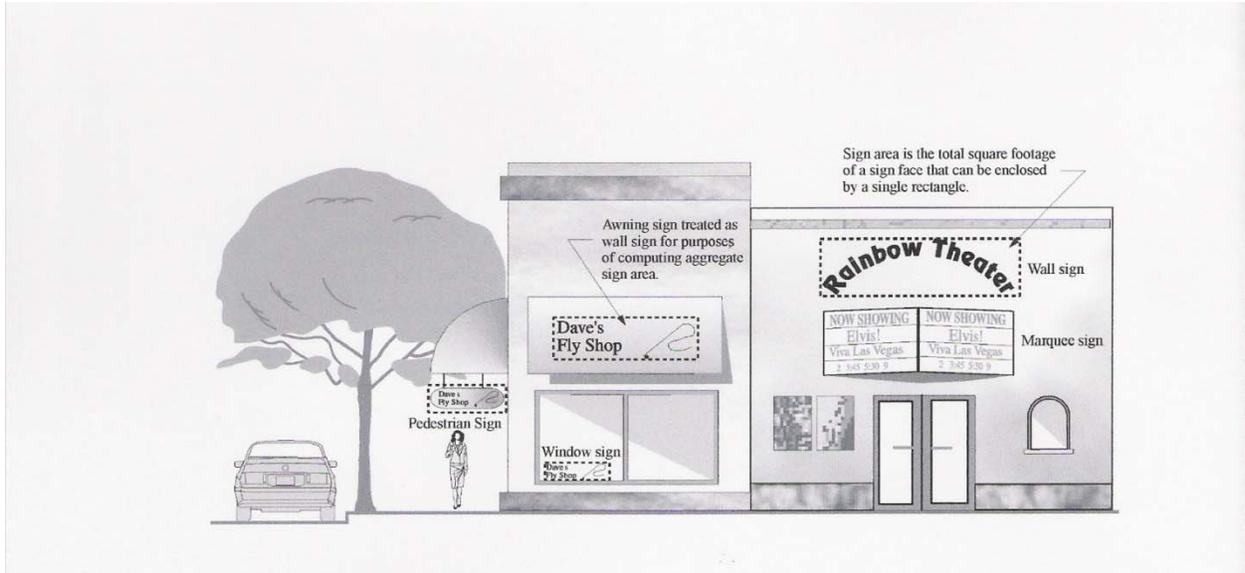
### **ATTACHMENTS**

1. Proposed amendatory language to the Coweta Sign Code.

# EXHIBIT 'A'

## CHAPTER 18

### SIGN CODE



- 18.1 PURPOSE
- 18.2 GENERAL LOCATION REQUIREMENTS
- 18.3 GENERAL USE CONDITIONS
- 18.4 AGRICULTURE DISTRICT USE CONDITIONS
- 18.5 RESIDENTIAL DISTRICT USE CONDITIONS
- 18.6 OFFICE DISTRICT USE CONDITIONS
- 18.7 COMMERCIAL AND INDUSTRIAL DISTRICT USE CONDITIONS
- 18.8 POLITICAL SIGNS
- 18.9 BANNERS, PORTABLE AND PROMOTIONAL SIGNS
- 18.10 PERMIT PROCESS
- 18.11 PENALTIES
- 18.12 DEFINITIONS
- 18.13 PROHIBITED SIGNS
- 18.14 EXEMPT SIGNS
- 18.15 VARIANCES
- 18.16 VARIANCE FOR OFF-SITE ADVERTISING
- 18.17 COMMUNITY KIOSK SIGNS

#### 18.1 PURPOSE

This Code, together with future amendments thereof, shall be known and may be cited as the “City of Coweta Sign Code”.

The purpose and general intent of the City of Coweta Sign Code is as follows:

1. To provide for the appropriate use and location of signs in a manner that will not adversely affect or impact property values, compatibility of land use, community appearance and identity, and to otherwise promote the general welfare, public safety, convenience and order

## EXHIBIT 'A'

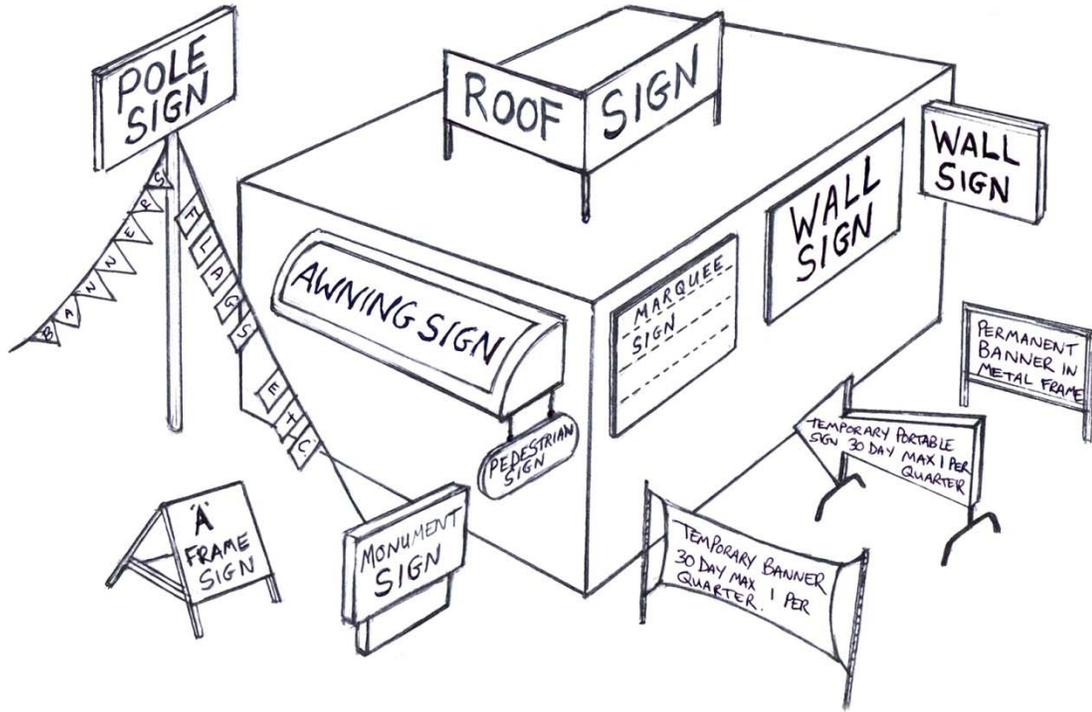
to the City of Coweta.

2. To establish standards and guidelines for the design, erection and installation of signs and other visual communication devices so that the City of Coweta may appear orderly and to prevent the needless clutter in appearance within the City by signs unreasonable in number, location, area and illumination.
3. To provide for the issuance, revocation, inspection and identification of signs within the City.
4. To provide for the removal of any sign that is in violation of or nonconformance with the intent and purpose of this Code

### **18.2 GENERAL LOCATION REQUIREMENTS**

1. Street Setback – No sign or portion thereof shall be permitted in the right-of-way of any street or area designated in the most recently adopted Coweta Major Street and Highway Plan as a future street under any circumstances except authorized traffic signals, signs or devices.
2. Intersection Setback – No sign shall be located less than thirty-five (35) feet from the intersection of the pavement of two (2) streets or from the intersection of street pavement and a railroad track. The point of intersection shall be measured from the edge of the paving.
3. Traffic Signal Clearance – No sign shall be located in such a manner as to obstruct or obscure or in any manner interfere with any traffic signal light or public warning sign.
4. Obstruction of View – Signs when located in such a manner so as to prevent any motorists from obtaining a clear view of approaching vehicles for a distance of five hundred (500) feet along any public right-of-way are prohibited.
5. No business sign shall be located within fifty (50) feet of an R district or City of Coweta Park if visible from such district.
6. All permanent ground signs shall maintain separation of fifty (50) feet from any other ground sign.
7. All permanent ground signs shall install a landscaped area at the base of the sign equal to the area of the sign, if located outside the Downtown Historical District.
8. No signage of any kind shall be affixed to any type of Utility Pole, Line, Fence, Tree, Wire, Transformer, Mailbox or similar device or structure.

# SIGN TYPES



## 18.3 GENERAL USE CONDITIONS

1. For the purpose of display surface area calculations, where a lot abuts more than one public street, that street frontage which is the larger shall be used.
2. Only one side of a double-faced sign shall be included in the computation of display surface area. Double-sided signs may be separated, as long as the interior angle formed by the intersection of the two display surfaces does not exceed thirty (30) degrees.
3. Illumination, if any shall be by constant light. No signs with flashing lights/strobes or similar feature are permitted.
4. The following signs shall not be prohibited by this ordinance if located outside the right of way, and further will not be included in the computation of display surface area for other permitted signs:
  - a. Nameplates, attached to the face of the wall and not exceeding two (2) square feet in surface area.
  - b. On-Site Temporary real estate signs on said property, indicating that said property is for sale or rent.

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- c. On-Site Temporary construction signs, which are faced to display along arterial street frontages, and not exceeding one-half square foot per linear foot of arterial street frontage; however, such temporary construction signs shall be restricted to thirty-two (32) square feet of display area.
- d. Signs, which are not visible from a public street.
- e. Tablets built into the wall of a building or other structure being used for inscriptions, memorials, or similar historic or dedicatory purposes.
- f. Non-Commercial Signs of warning, directive, or instructional nature erected by a public agency, franchised transportation, utility company, or governmental agency.
- g. Legal notices required by law to be posted.
- h. Election campaign signs, if erected not more than forty-five (45) days prior to an election and removed within seven (7) days following the election and not exceeding sixteen (16) square feet of display surface area
- i. Signs, which are attached by the manufacturer and function as labels.
- j. Signs located on accessory equipment or structures, which identify the manufacturer, make or model, and which are limited to fifteen (15) square inches or less for each piece of equipment or structure. By way of example, such equipment may include, but not be limited to, satellite dishes, air conditioners, fence components and similar items.
- k. Street address numbers painted on the structure or curb at the property owners' discretion approximately 3" tall and readable from the abutting street.
- l. Sign(s) painted or posted on the glass surface of windows or doors and pertaining to the business conducted therein.
- m. Signs that have not been issued a sign permit by the City of Coweta shall not be located in any zoning district of the City of Coweta, provided that signs which were legally permitted by the previous sign regulations prior to the adoption of this ordinance, or signs which were permitted by the County under previous regulations prior to annexation may continue to exist and receive ordinary maintenance unless and until the use of the sign is discontinued for a period of six (6) months, or the structure of the sign is damaged or destroyed in excess of fifty (50) percent of its value, at which time such sign must fully comply with the requirements of this ordinance. Banners, Portable and Promotional signs are covered in Section 18.9.
- n. Permanent use of a Temporary Portable Signs shall not be allowed in any zoning district.
- o. No sign containing facsimiles of traffic control devices of any sort shall be located within one hundred (100) feet of the point of intersection of two (2) or more public streets. No revolving red or blue lights shall be allowed. No sign containing light

## EXHIBIT 'A'

shall exceed an illumination of seventy (70) foot candles as measured at a two (2) foot distance from the source of illumination.

- p. Signs in planned unit developments (PUD) shall be governed by this Ordinance, but may be modified by the express terms of the PUD.
- q. **INSPECTIONS:** As part of the sign permit process, the permittee shall notify the Code Enforcement Office with the Community Development Department who shall inspect such signs and approve the same if it is in compliance with the provisions of this ordinance
- r. **ALTERATIONS:** A lawful sign that was erected with a sign permit before the adoption of this ordinance shall not be rebuilt, refurbished, revised or relocated without conforming to the requirements set forth herein.
- s. **MAINTENANCE:** All signs, together with all their supports, braces, guys and anchors, shall be kept in good repair and in a proper state of preservation. The Code Enforcement Officer may order the removal of any sign that is not maintained in accordance with the provisions of this ordinance.
- t. **REMOVAL OF CERTAIN SIGNS:** Any unlawful sign (without a sign permit) in the City of Coweta and those signs which no longer advertises a bona fide business being conducted, or a product being sold, shall within thirty (30) days after written notification from the Code Enforcement Officer be taken down and removed by the owner, agent or person having the beneficial use of the building or structure upon which such sign may be found. See section 18.3 (v).
- u. **OBSCENE MATTER:** It shall be unlawful for any person to display upon any sign or other advertising structure any obscene, indecent or immoral matter.
- v. **ENFORCEMENT OF UNLAWFUL OR UNSAFE SIGNS:** The violation of any provision of this Ordinance shall be a municipal offense and shall be subject to a minimum \$500.00 fine. Every day of violation shall be a separate and distinct offense. If a City of Coweta Code Enforcement Officer, or other employee designated by the City Manager to enforce provisions of the Ordinance, shall find that any sign or other advertising structure regulated by this Ordinance is unsafe or insecure, or is a nuisance to the public or has been constructed or erected or is being maintained in violation of this Ordinance, he or she shall have the authority to issue a Notice to Appear citation. In addition to the issuance of a Notice to Appear citation, the City shall have the authority to cause the removal of the unlawful sign and to have the reasonable costs of such removal, and related administrative cost, assessed against the property where the unlawful sign was located.
- w. For unlawful signs located on City property, the right-of-way shown on the City of Coweta Major Street and Highway Plan and/or City easements, including signs in violation of this Ordinance, the City Code Enforcement Officer, or other employee designated by the City Manager, shall have the authority to immediately remove such signs. In addition to the penalty provisions set for the above, any

## EXHIBIT 'A'

person seeking to retain custody of an unlawful sign removed from City property, City right-of-way, or City easements, shall pay to the City an administrative storage fee per fee schedule. After at least ten (10) days of storage the City shall have sign either recycled or otherwise properly disposed.

- x. No placards, leaflets, handbills or other similar signs shall be placed on the exterior wall or window of any building or public property in any district. All persons placing such materials, and all occupants and owners of buildings upon which such materials are placed shall be responsible for violation of this ordinance and punishable as per section 18.11.

### **18.4 AGRICULTURE DISTRICT USE CONDITIONS**

- 1. Signs as a Principal Use are not allowed in the Agricultural District.
- 2. Signs as Accessory Use are subject to the following conditions:
  - a. Business signs may only be erected on a lot upon which a business is located, advertising products or services available on the property where the sign is located. All signs erected on such lots shall be oriented to be read from such highways and meet all state and federal regulations.
  - b. The maximum display surface of ground signs shall be limited to an aggregate of one (1) square foot of display area per each lineal foot of street frontage, provided that no single sign shall exceed three hundred (300) square feet.
  - c. A minimum five hundred (500) feet spacing shall be maintained between signs except in the case of back-to-back signs, v-shaped signs subject to section 18.3(2), or signs separated by a building or other obstruction.
  - d. A ground sign shall not exceed thirty (30) feet in height, measured from the mean curb level of the lot upon which it is erected, unless in addition to the minimum setbacks prescribed in Section 18.2 General Location Requirements, the sign is setback one (1) foot for each foot of height exceeding thirty (30) feet provided the sign shall not exceed fifty (50) feet regardless of setback. Within one hundred (100) feet of the right-of-way of an abutting elevated street, a ground sign may be erected to a height fifteen (15) feet above the elevation of the street if the sign is designed to be viewed primarily from the elevated street and the sign does not exceed sixty (60) feet.
  - e. One bulletin board may be erected on each street frontage of an educational, religious, institutional, or similar use requiring announcement of its activities. The bulletin board shall not exceed twenty (20) square feet in area or ten (10) feet in height.

## EXHIBIT 'A'

- f. One identification sign may be erected on each street frontage of a permitted non-residential use. The sign shall not exceed thirty-two (32) square feet in surface area, or fifteen (15) feet in height.
- g. A real estate sign advertising the sale, rental, or lease of the premises may be erected on each street frontage of the premises. The sign shall not exceed eighty (80) square feet in surface area, or fifteen (15) feet in height.

### **18.5 RESIDENTIAL DISTRICT USE CONDITIONS**

- 1. Signs as Principal Uses are not allowed in residential districts.
- 2. Signs as Accessory Uses are subject to the following conditions:
  - a. One bulletin board may be erected on each street frontage of an educational, religious, institutional, or similar use requiring announcement of its activities. The bulletin board shall not exceed twelve (12) square feet in area or ten (10) feet in height.
  - b. One subdivision identification sign may be erected on each street frontage of a permitted non-residential use. The sign shall not exceed thirty-two (32) square feet in surface area, or ten (10) feet in height.
  - c. During the period of construction, a temporary sign advertising the construction of improvements on the premises may be erected on each perimeter street frontage of the development. The sign shall not exceed sixty-four (64) square feet in surface area, or fifteen (15) feet in height, and illumination, if any, shall be by constant light. All such signs must be removed upon completion of construction or revocation of the building permits being issued on more than seventy-five percent (75%) of the lots in the subdivision.
  - d. A temporary real estate sign advertising the sale, rental, or lease of the premises may be erected on each street frontage of a lot. The sign shall not exceed six (6) square feet in surface area, in an R district. and shall not be illuminated in any way.
  - e. No signs are permitted in residential districts for Home Occupations per section 208 (h) or Neighborhood Group Homes per section 209 (3).

#### **Temporary Directional Real Estate Signs in Residential Districts.**

- 1. No signage shall be placed or maintained on public right-of-way or easements. In addition to other allowed signage, one (1) temporary direction sign may be placed on private property in residentially zoned

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districts, with the consent of the property owner, provided that:

- a. Such sign shall not exceed four square feet in area per side and forty-two (42) inches in height;
- b. Such sign shall remain in place only from 9 a.m. Friday until 9 a.m. Monday;
- c. Such sign directs traffic to property in the residentially zoned district

**Garage/Yard Sale Signs:** Garage/yard sale signs shall be exempt, provided that:

1. The sign shall not exceed 4 square feet in surface area if the signs single-faced or 8 square feet in surface area if the sign is double-faced.
2. Only 1 sign shall be permitted for each lot where the garage/yard sale is being held; provided, however, that 1 sign shall be permitted along each side of a lot abutting a public street up to a maximum of 2 signs per lot.
3. The sign shall not exceed 5 feet in height from grade.
4. The sign shall be placed on private property on the premises of the sale and setback from any public right-of-way.
5. Any Garage Sale sign not picked up by the operator of the garage sale, the Code Enforcement Officer from the City of Coweta will consider it a nuisance and will follow that procedure.
6. Two (2) Temporary Off-Site Garage Sale signs are permitted at the closest major intersections to the site of the Garage Sale, provided the follow conditions are met: (1) A sign permit application is submitted and approved by the Community Development Department. (2) Written permission is obtained and submitted with the sign application to the Community Development Department from the landowner, which the off-site sign is placed.

### **18.6 OFFICE DISTRICT USE CONDITIONS**

1. Signs as a Principal Use are not allowed in the Office District.
2. Signs as Accessory Uses are subject to the following conditions:
  - A. In the Office district, one business sign not exceeding thirty-two (32) square feet in surface area may be erected on each street frontage of a lot. Ground signs shall not exceed the height of the building in which the principal use is located or nor fifteen (15) feet in height, whichever is lower.

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- B. During the period of construction, a temporary sign advertising the construction of improvements on the premises may be located on each street frontage of the development. The sign shall not exceed thirty-two (32) square feet in surface area nor fifteen (15) feet in height.
- C. A temporary real estate sign advertising the sale, rental or lease of the premises may be erected on each street frontage of a lot. The sign shall not exceed thirty-two (32) square feet in surface area nor ten (10) feet in height.

### 18.7 COMMERCIAL AND INDUSTRIAL DISTRICT USE CONDITIONS

- 1. Signs as a Principal use are not allowed in the Commercial and Industrial Districts.
- 2. Signs as Accessory Uses are subject to the following conditions:
  - A. Height Requirements:
    - 1. A ground sign shall not exceed twenty (20) feet in height, measured from the mean curb level of the lot upon which it is erected, unless in addition to the minimum setback prescribed in Section 18.2, the sign is setback one (1) foot for each foot of height exceeding twenty (20) feet provided the sign shall not exceed fifty (50) feet regardless of setback. Within one hundred (100) feet of the right-of-way of an abutting elevated street, a ground sign may be erected to a height fifteen (15) feet above the elevation of the street if the sign is designed to be viewed primarily from the elevated street and the sign does not exceed sixty (60) feet.
    - 2. A roof sign shall not extend more than twelve (12) feet above the mean roof level of the structure to which it is affixed.
    - 3. A projecting sign shall not extend more than nine (9) feet above the mean roof level of the structure to which it is affixed.
  - B. Display Surface Area Requirements:
    - 1. The maximum display surface area of ground signs in a commercial or industrial district shall be limited to an aggregate of one (1) square foot of display area per each lineal foot of street frontage.
    - 2. The maximum display surface area for wall, canopy, roof and projecting signs in commercial and industrial districts shall be limited to one (1) square feet per each lineal foot of building wall to which the sign or signs are attached.
    - 3. Signs are permitted as accessory uses in the CN- Neighborhood Commercial District subject to the following conditions:

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- A) All business signs shall not exceed an aggregate display surface area of one (1) square foot of display area per each lineal foot of street frontage.
  - B) A ground sign shall not exceed twenty (20) feet in height, measured from the mean curb level of the lot upon which erected.
- 4. During the period of subdivision construction, a temporary sign advertising the construction of improvements on the premises may be located on each street frontage of the development. The sign shall not exceed thirty-two (32) square feet in surface area nor ten (10) feet in height.
  - 5. A temporary real estate sign advertising the sale, rental or lease of the premises may be erected on each street frontage of a lot. The sign shall not exceed thirty- two (32) square feet in surface nor ten (10) feet in height.

### **18.8 POLITICAL SIGNS**

Political campaign signs are allowed in any zoning district. No political campaign sign shall be erected more than forty-five (45) days prior to any election, nor shall any sign be permitted to remain on any property more than seven (7) days following an election; no political campaign signs shall be permitted on public property and they shall be permitted on private property only with the consent of the property owner; the display surface area of each political campaign signs located in R or O zoning districts shall not exceed sixteen (16) square feet in surface area; only one side of a double faced sign shall be computed in the computation of display area. These signs are not to be located in any public park or city owned property.

### **18.9 BANNERS, PORTABLE AND PROMOTIONAL SIGNS**

- 1. A banner, portable or promotional sign shall be permitted only as provided herein, and such permits will be limited to no more than four (4) per year for any single business. Such banners, portable or promotional signs shall be used for a period of no more than thirty (30) days on any one occasion. Permits issued under this ordinance must be used within twelve (12) months from the date the first permit is issued; are not transferable, and may not be renewed by the permit holder or by others for that location within (one) 1 year.
- 2. Signs previously permitted or allowed shall not be exempt from this amendment to the sign code.
- 3. All banners, portable or promotional signs shall conform to the zoning requirements for the location in which they are used, as well as those in section 18.2, General Location Requirements and section 18.3, General Use Conditions.

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4. Banners, portable and promotional signs shall be located only on privately owned or leased property, advertising products or services available on the property where the sign is located.
5. The banner, portable or promotional sign designation does not apply to business identification signs on company vehicles used in the daily operation of the business.
6. Vehicles with signage may not be parked Off-site or On-Site for the principal use of advertising.
7. No portable sign shall be placed unless such sign is anchored at each support by a steel rod driven at least eighteen (18) inches into the ground, or unless said sign is attached by a steel chain having at least three-quarters (3/4) inch links or by a steel cable of at least one-half (1/2) inch diameter to a building or to a permanent ground sign, or similar upright supporting structure. Regardless of any other provisions to the contrary, all signs and other advertising structures shall be designed and constructed to withstand a wind pressure of not less than forty (40) pounds per square foot of area, or of materials which are unlikely to become dangerous projectiles when propelled by windstorms.
8. Real estate signs are regulated in the usage guidelines for the zoning district in which they are located.
9. The permit fee for banners, portable and promotional signs shall be per fee schedule per thirty (30) day permitted time period, plus an additional fee per fee schedule if the sign requires an electrical connection. If electricity is required, the installation shall conform to the current Building and Electrical codes and be installed by a licensed electrical contractor who holds a current City of Coweta contractor's license.
10. Signs for Temporary Fireworks stands must follow the same permit procedure as a permanent sign.
11. Permanent banner signs are permitted in non-residential zoning. One sign is permitted per street frontage, per lot of record.

### 18.10 PERMIT PROCESS

1. No signs, except for temporary real estate signs located on and offering property for sale or for rent, having six (6) square feet or less of display surface, may be constructed or erected within the City, without first receiving a sign permit.
2. All permanent signs, which are permitted under this ordinance, or any future amendments thereto shall be installed by licensed sign contractors in accordance with the locations and plans approved at the time of application for a sign permit.
3. Regarding permits for banners, portable and promotional signs, see Section 18.10

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- (5).
4. A sign permitted for use shall not be changed at a later time to a different use without receipt of a permit for the new intended use.
  5. Applications for sign permits must include but are not limited to the following information:
    - a. Proof of ownership or written permission of the owner of the lot upon which the proposed sign will be constructed.
    - b. A detailed site plan of the property showing the proposed sign location and all structures and easements and driveways.
    - c. The proposed dimensions of the sign and a description of the method of supporting the sign.
    - d. The measurement of distances from the proposed signs to the designated state or federal highway, turnpike, street or relevant boundary of different zoning districts from the district in which the proposed sign is to be located.
    - e. The name and business address of the licensed sign contractor and the licensed electrical contractor or licensed electrical sign contractor if the sign is electrically powered.
    - f. The name and contact information of the sign owner.
    - g. Type of sign requested: Ground/Wall/Projecting etc. Permanent or temporary, illuminated or not illuminated.
    - h. Sign permit fees are as per the fee schedule as approved by the Coweta City Council.

\* Included in the permit fee is an inspection that is required by the City of Coweta. It is the responsibility of the Owner/Erector of the sign to contact the Community Development Department for an inspection upon completion of the installation of the sign.

### **18.11 PENALTIES**

1. The installation of any sign without obtaining the required permit is punishable under Section 1-108 General Penalty of the City of Coweta Code of Ordinances and shall be subject to double the permit fees as per fee schedule.

#### **SECTION 1-108 GENERAL PENALTY.**

- a. Except as otherwise provided by state law, whenever in this code or in any ordinance of the city an act is prohibited or is made or declared to be unlawful or an offense or a misdemeanor, or whenever in the code or

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ordinance the doing of any act is required or the failure to do any act is declared to be unlawful, where no specific penalty is provided therefore, the violation of any provision of this code or of any ordinance, upon conviction, shall be punished by a fine per the City of Coweta City Council. Each day or any portion of a day during which any violation of this code or of any ordinance shall continue shall constitute a separate offense.

- b. Any person who shall aid, abet or assist in the violation of any provision of this code or any other ordinance shall be deemed guilty of a misdemeanor and upon conviction shall be punished as provided in this section.”
2. In addition to available penalties, violation of any portion of the Zoning Code may be abated as a public nuisance upon the order of the City Manager or his designee’s. However, the City Manager shall provide an appropriate hearing after contacting the sign owner no later than fourteen days following the abatement, and the sign shall be preserved by the City until after said hearing. In the event the abatement of a sign is determined to be proper at such hearing, or if the hearing is waived, the costs of abatement may be assessed in accordance with state law.
3. Based upon the determination of the Community Development Department, any sign that was erected inside the City Limits of the City of Coweta without a sign permit after the effective date of this ordinance, the owner shall pay twice the normal sign permit fee.

### 18.12 DEFINITIONS

1. **Abandoned Sign:** Any sign that advertises a business, lessor, owner, product, service or activity that is no longer located on the premises where the sign is displayed.
2. **Advertising Devices:** Banners, streamers, wires, rope, wind operated devices, flashing lights or other similar contrivances affixed to poles to highlight a sign.
3. **A-Frame Sign:** Any Sign of a structural framework with steeply angled sides meeting at the top like the sides of the letter A. Such signs may also be known as sandwich board signs. One time permit fee per fee schedule.
4. **Area Marker:** A sign that designates or identifies a subdivision or development.
5. **Awnings:** Any structure made of cloth or metal with a metal frame attached to a building and not projecting over public right of way when so constructed to permit its being lowered to a position not over the public right of way and to permit its being raised to a position flat against a building when not in use.
6. **Billboard:** A sign that is designed for changeable messages which advertise or direct attention to a business, commodity, service or entertainment conducted, sold or offered elsewhere than on the premises upon which the sign is located or to impart a public service message. The billboard sign is usually larger than eight feet

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by four feet (8' x 4') in dimensions and may be owned by a commercial company that leases or rents the billboard space for advertising purposes.

7. **Business Sign:** Any display, device, figure, plaque, poster or sign maintained or used to advertise or to inform or to direct the attention of the public to a business or activity conducted upon the premises upon which such sign is located or to a product or service sold or rendered thereon.
8. **Changeable Copy Sign:** A sign designed to allow changing of copy manually.
9. **Community Kiosk Sign:** A City-provided informational sign structure with leased sign panels for the purpose of providing directional information for: single-unit and multi-unit residential developments, commercial developments, local businesses, not-for-profit agencies, and Community Facilities. The Community Kiosk Sign is classified as an Exempt Sign in Section 18.14 of this Chapter.
10. **Contractor Sign:** Signs that denote the architect, engineer, contractor, lending institution or other related business when placed upon work under construction.
11. **Copy:** Words, letters, numbers, figures, designs or other symbolic representations incorporated into a sign.
12. **Double Face Sign:** An advertising structure with faces in opposing directions and using the same supports, hardware and frame.
13. **Face of Building:** The total area of the main wall of a building, including windows, doors and openings, that abuts the front yard of a building or walls that are located on the front property line. On corner lots the face of the building shall include main walls facing the front yard and side yard or main walls fronting on all front and side property lines.
14. **Face:** That area of a business sign containing the advertising information, painting, drawing or message intended or used to advise or informs, and excludes trim and supports.
15. **Flashing Signs:** Any sign, the illumination of which is not constant in intensity when in use except illuminated signs, which indicate the date, time or temperature, or other public service information shall not be considered a flashing sign. Flashing signs are not permitted inside the City Limits of Coweta.
16. **Garage Sale Sign:** Signs advertising garage sales, or the sale of tangible personal property and include lawn sales, attic sales, flea market sales and similar sales of personal property are allowed on-site only.
17. **Ground Sign:** Any business sign which is not attached to a building but is supported by braces, post, or by any other means than by attachment to a building support.

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18. **Height of Sign:** The vertical distance from ground level to uppermost point of sign.
19. **Illegal Sign:** Any of the following:
  - a. A sign erected without first obtaining a permit and complying with all regulations in effect at the time of its construction or use;
  - b. A sign that was legally erected but whose use has ceased because the business it identifies is no longer conducted on the premises.
  - c. A nonconforming sign for which the amortization period has expired.
  - d. A sign that was legally erected which later became nonconforming and then was damaged to the extent of 50 percent or more of its current replacement value;
  - e. A sign that is a danger to the public or is unsafe; or
  - f. A sign that pertains to a specific event that has not been removed within five days after the occurrence of the event is subject to a fine per fee schedule.
20. **Inflatable:** Any sign or inflatable device of more than 2 cubic feet in capacity designed to be filled with air or a gas lighter than air, used singly or in cluster, displayed to attract the attention of the public. This definition shall include balloons and balloon signs.
21. **Marquee:** A roof-like structure of a permanent nature that projects from the wall of a building and may overhang public way. Changeable lettering may be a part thereof.
22. **Maximum Display Surface:** The area of the smallest geometric figure, or the sum of the combination of regular geometric figures, which comprise the face of the sign. The area of any double-sided or V shaped sign shall be the area of the largest single face only. The area of a sphere shall be computed as the area of a circle. The area of all other multiple sided signs shall be computed as 50 percent of the sum of the area of all faces of the sign.
23. **Menu Board Sign:** Any sign, which directs attention to a restaurant menu as an accessory structure to the restaurant with drive-through facilities. Such as a sign may be illuminated and freestanding, and contain a two-way communication system for the purpose of food ordering only.
24. **Monument Sign:** A freestanding sign with a base affixed to the ground, where the length of the base is at least two-thirds the horizontal length of the monument.
25. **Moving Sign:** Any sign which moves or has moving parts other than parts which indicate time, temperature; or other moving devices which provide needed public service information.

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26. **Nonconforming Sign:** An advertising structure or sign which was lawfully erected and maintained prior to the adoption of this Zoning Ordinance, and which has subsequently come under the requirements of this Zoning Ordinance but does not now completely comply.
27. **Off-Site Advertising Sign:** Any sign which directs the attention of the public, the business or activity conducted or product or service sold or offered at a location not on the same premises where such outdoor advertising sign is located.
28. **Pole Sign:** A freestanding sign with a base supported from the ground by a pole or a similar support structure of narrow width.
29. **Premises:** An area under a single ownership or a single lease, no part of which is separated from the other by any land under a different ownership or lease agreement.
30. **Projecting Sign:** Any sign, which is firmly attached to a building and extends outward there from.
31. **Right of Way:** Defined by the Coweta Major Street and Highway Plan. The actual street pavement plus the defined distance for future expansion of individual streets and highways located within the City of Coweta corporate limits.
32. **Roof Sign:** Any sign erected, constructed, or maintained upon the roof of any building.
33. **Sign Area:** The entire area of the actual message or copy area. It shall include decorative trim or embellishments but shall not include structural elements outside the limits of such display surface and not forming an integral part of the display. On all signs, all faces shall be counted in computing the sign area.
34. **Sign:** An identification, description, illustration, or device which is affixed to or represented directly or indirectly upon a building, structure, or land and which directs attention to a product, place, activity, person, institution or business.
35. **Special Event:** An event, activity, sale or service or other occasion that is temporary or seasonal in nature, is limited in duration and is not regularly repeated within the same calendar year. For the purposes of this definition, a Special Promotion or other similar occasion shall be deemed to be synonymous. A slogan e.g. (the store with the best bargains) shall not be deemed a special event. This shall be defined as, once a year for less than 30 days at a time.
36. **Street or Highway Frontage:** The distance along any one side or any public street or highway, street or alley, measured along the right of way line or parallel to the normal right of way line where the right of way line is not affixed.
37. **Temporary Signs:** Any sign intended to be displayed for a limited period of time and capable of being viewed from any public right of way, parking area or

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neighboring property. Portable signs or any sign not permanently embedded in the ground, or not permanently affixed to a building or sign structure are considered temporary signs. **30 days or less.**

38. **Vehicle Sign:** A sign that is attached to or painted on a vehicle that is parked on or adjacent to any property, the principal purpose of which is to attract attention to a product sold or business located on the property.
39. **Wall Sign:** Any sign which is painted on or firmly attached to a wall of any building and which does not extend beyond the building more than twelve (12) inches.
40. **Window Sign:** A sign posted, painted, placed, or affixed in or on a window exposed to public view. An interior sign that faces a window exposed to public view that is located within three feet of the window is also considered a window sign.

### 18.13 PROHIBITED SIGNS

1. Off-Site Advertising Signs
2. Billboard Signs regulated by other Sections of this Code. Ordinance 561.
3. Signs erected in violation of the City's building, electrical or sign codes, or other applicable local regulations.
4. Illuminated signs being powered by extension cords.
5. Signs erected in violation of federal or state law.
6. Portable signs and plastic arrow signs, except as allowed as temporary signage or in the Central Business District (CBD).
7. Animated flashing, rotating or revolving signs. Nothing contained herein shall be constructed to prohibit time and temperature or other public interest electronic message signs which otherwise conform to the provisions of the Sign Code.
8. Signs on vehicles used or intended to be used as an on-premise sign. It shall be prima facie evidence that a sign is used as an on-premise sign if a vehicle is parked on site for a continuous period exceeding 48 hours.
9. Temporary Off-Site Signs including portable, portable flashing arrow signs and banners.
10. Any inflatable sign.
11. Any advertising flag, except as provide for special events.
12. Any Obsolete sign, if not deemed Historical by the City of Coweta City Council.

### 18.14 EXEMPT SIGNS

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The following signs shall be exempt from the provisions of this chapter.

1. Official notices authorized by a court, public body or public safety official.
2. Directional, warning or informational signs authorized by federal, state, or municipal governments.
3. Memorial plaques, building identification signs and building cornerstones when cut or carved into a masonry surface or when made of noncombustible material and made an integral part of the building or structure.
4. The flag of a government or noncommercial institution such as a school.
5. Religious symbols and seasonal decorations within the appropriate public holiday season.
6. Works of fine art displayed in conjunction with a commercial enterprise where the enterprise does not receive direct commercial gain.
7. Street address signs and combination nameplate and street address signs that contain no advertising copy and which do not exceed (4) square feet in area.
8. **Community Kiosk Sign, as further discussed in Section 18.17 of this Chapter.**

### 18.15 SIGN VARIANCES

The City of Coweta Board of Adjustment may grant a variance to the requirements of this Code only if the applicant demonstrates compliance with the following criteria:

1. That the variance is necessary due to extraordinary or peculiar circumstances related to the size, shape, topography, or location of the subject property.
2. That the extraordinary or exceptional conditions of the subject property are not a direct result of the actions of the applicant.
3. That the variance as granted represents the least deviation from the prescribed regulations necessary to accomplish the purpose for which the variance is sought and which is consistent with the stated intent of this Code.
4. That the granting of the variance shall result in greater convenience to the public in identifying the business location for which a sign code variance is sought.
5. That the granting of the variance will not be detrimental to the public welfare will not constitute a public nuisance or adversely affect public safety.
6. That the granting of the variance will not interfere with the location and identification of adjacent businesses. Buildings or activities.

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### 18.16 Variance for Off-Site Advertising

The City of Coweta Board of Adjustment may grant a variance to the requirements of this Code only if the applicant demonstrates complete compliance with the following criteria:

All requests for off-site advertising will be required to submit a request to the Board of Adjustment for approval. The request must contain a detailed drawing of the sign, the requested location for said sign and a statement of hardship as to why off-site signage is a must for said business. Any sign approved for off-site advertising must meet the following requirements:

1. No off-site advertisement will be allowed that is not approved by the Board of Adjustments of the City of Coweta. Any sign that is constructed off site from said business, without prior approval granted by the Board of Adjustment, will be assessed a \$200.00 fine.
2. There will be a minimum separation of 400 feet between all off-site signs.
3. No sign will be placed closer than 65 feet from centerline of the roadway and no closer than 25 feet from any railroad tracks and not within the public right of way.
4. No sign shall be placed closer than 125 feet from the corner of any intersection.
5. Any sign to be placed on private property must have a lease agreement, from the property owner, submitted with request package.
6. All signs will be permitted for 12 months, and at the end of the permit period will require reapplication and issuance of a permit, without costs, to insure compliance. Any sign that is deemed out of compliance will be given 14 business days to fix any and all problems or sign will be removed. Any sign that is removed by the City for failure of compliance will be assessed a \$50.00 fine for removal.

A. Design and construction requirements are as follows:

1. Signs shall be professionally designed and constructed to compliment the community.
2. Signs placed near intersection will be no larger than 8 feet by 8 feet.
3. Signs placed in between intersections will be one of 3 sizes, but no larger than 4 feet by 8 feet, 4 feet by 6 feet and no smaller than 4 feet by 4 feet.
4. All signs may be 2-sided advertising and may be shared by separate businesses. If not, then the backside must be encased with MDO board white in color; no other color will be allowed.

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5. All signs must be built to withstand wind loads and cannot have any braces placed to support the sign other than the poles used to place the sign in the ground.
6. No sign will have metal poles to support sign in order to prevent breakaway ability.
7. All signs shall be made of ½-inch, pre-finished MDO board and framed with 4” by 4”, 5” by 5” or 6” by 6” treated lumber, which must be encased with finished white MDO board; no other color for encasement will be allowed.
8. The bottom of all signs will be no higher than 24” and no lower than 12” from the ground surface.

### B. Side Street Directional Offsite signs

1. Any side street business may request directional signs by submitting a request through the Board of Adjustment and must follow the same requirements as outlined above.
2. Directional signs, placed on buildings, at the alley or intersection, to direct traffic to businesses down a side street and/or alleys, may be permitted if permission is granted by the building owner. This permission must be in writing and submitted with the request.
3. All signs shall be 2 feet by 3 feet and shall be professionally designed and constructed, and must compliment the colors and material of the building in which it is applied to.

## 18.17 COMMUNITY KIOSK SIGNS

City of Coweta Community Kiosk Signs, with sign panels for annual lease, may be authorized for the purpose of providing directional information for single-unit and multiple-unit residential developments, commercial developments, local businesses, not-for-profit agencies, and Community Facilities. A Community Kiosk Sign may be single or double faced.

Maximum sign height for a kiosk sign structure shall be twelve (12) feet (144 inches), Maximum sign width shall be six (6) feet (72 inches). Leasable sign panels shall be 19.5 inches (1.625 feet) by 50 inches (4.17 feet).

Sign panels shall be located on designated City of Coweta owned kiosk structures within the public right-of-way, or, upon finding that such location will not permit adequate directional information, kiosk structures may be approved on private property (with a sign easement designating the City of Coweta as a third party beneficiary ) with the written permission of the property owner. Such permission shall include the consent of the property owners to allow the City of Coweta, in the event of non-compliance, to enter said property and remove the sign.

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1. Each City of Coweta kiosk sign panel may contain only the name of the subdivision or builder or new multi-family development, commercial development, local business, not-for-profit agency, community facility, the corporate logo, and a directional arrow.
2. No kiosk sign shall be placed within one hundred (100) feet of another except when they are on opposite sides of the same street.
3. Any directional sign panels shall conform to colors and design standards (set forth or approved) by the City of Coweta.
4. Any sign panel approved for a particular development project within the City of Coweta shall not be changed to another project without prior approval of the City of Coweta

### **Community Kiosk Sign Submittal and Permit Requirements**

1. Community Kiosk Sign Panel Permit is required for inclusion in the kiosk program. Permit applications shall be made in writing on forms provided by the City of Coweta.

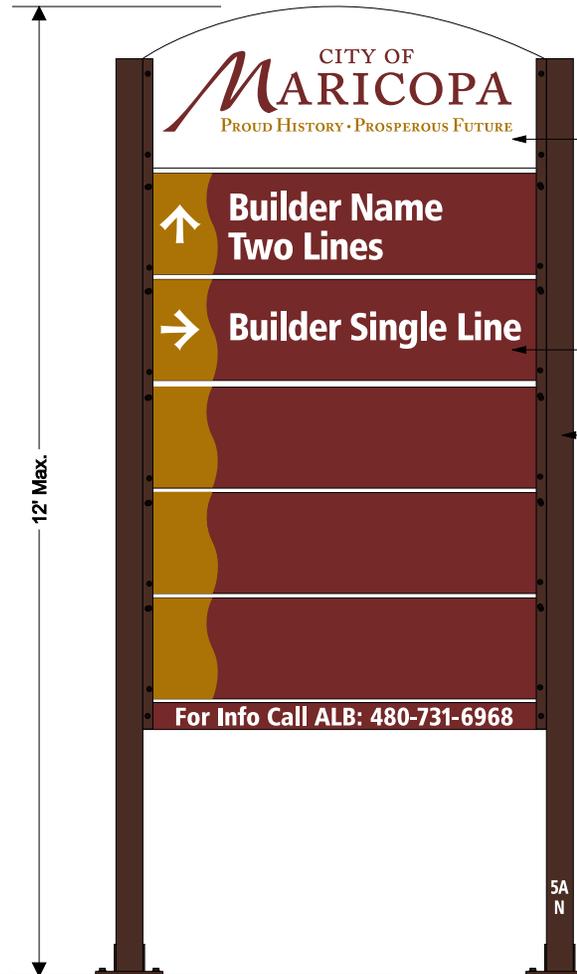
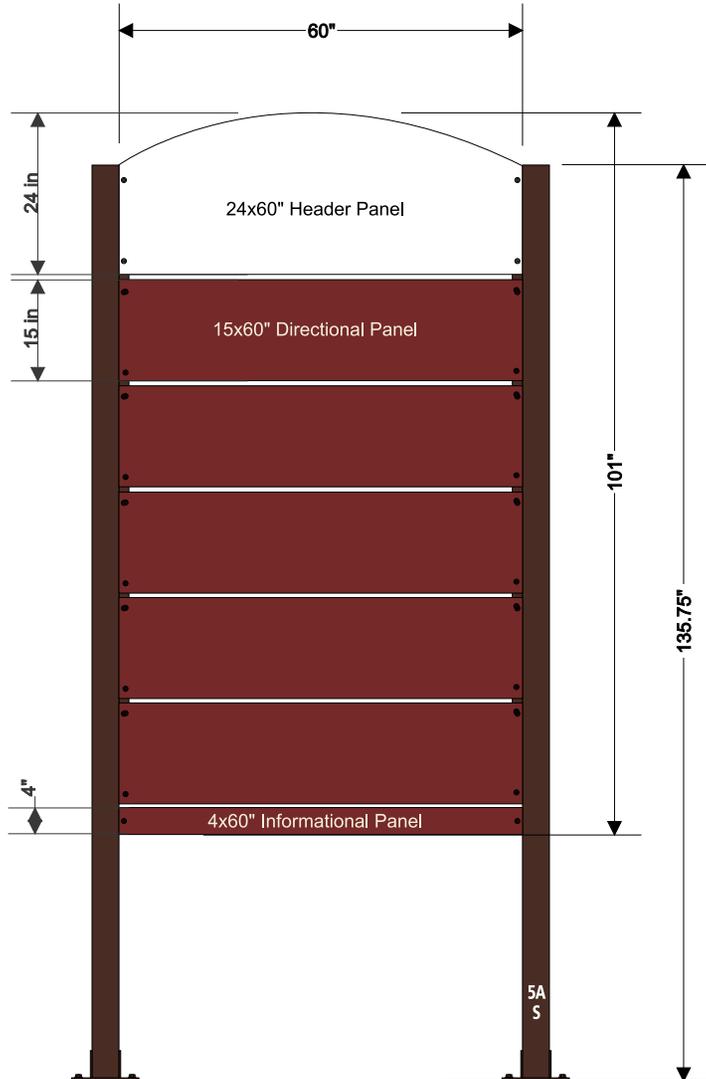
The following information shall be required as part of the Community Kiosk Sign Panel permit application and approval process:

- a. Copy/Wording/Logo for sign panel
  - b. Location of project, for directional purposes
  - c. Designation of Community Kiosk Sign location
2. One (1) copy of all information listed above shall be submitted with the application for each sign panel. (One (1) application per applicant, for more than one sign panel to be located on the same Kiosk structure is allowed.)
  3. Before issuing any the permit required by this Code, the City shall collect fees in accordance with a current fee schedule established by the City Council.
  4. Once reviewed and approved, the City of Coweta will order the sign panel(s) and have them installed per the approved permit(s).

101x60" (8'-5" x 5') Double-faced, multi-panel Kiosk sign. All clear spanning panels to be 3/16" aluminum, powdercoat finish (color as noted), mounted to 4x4" steel posts, powdercoat finish, with 1" vertical strap-steel tab for panel attachment. Posts to utilize 'breakaway' base, bolted to sub-grade anchor post set in concrete.

Location:

Dimensional Specs Only



Header Panels:

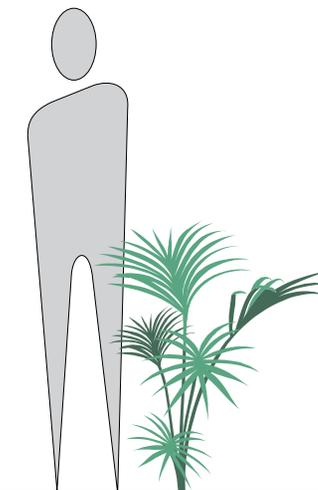
- White Powder coated panels.
- Computer-cut Pantone 139 C Gold H/P Vinyl.
- Computer-cut Pantone 491 C Burgundy H/P Vinyl.

Directional Panels:

- Computer-cut White vinyl arrows & copy.
- Computer-cut Pantone 139 C Gold H/P Vinyl.
- Match PMS 491C Powder coated panels.

Posts & Bases:

- RAL 8016 Powder coated.





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## Memorandum

To: Planning Commission  
From: Tom E Young Jr, City Planner  
Re: Closing and Vacation of Alleyways  
Date: 01-27-2020

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### BACKGROUND

This public hearing before the Planning Commission is for a request from O'Reilly Auto Parts Store to close and vacate the 20-foot-wide alleyway in Block 8, Orcutt Addition and Block 5, Plat of New Coweta as shown in Book 1M, page. 550, in Section 18, Township 17 North, Range 16 East of the Indian Base and Meridian, City of Coweta, Wagoner County, Oklahoma, being more particularly described as follows:

Beginning at a found 3/8-inch rebar with cap PLS 1547 at the Southeast corner of Lot 1 of said Block 5, thence S01°30'58"E 20.00 feet to a found 5/8-inch rebar with cap PLS 1974 at the Northeast corner of Lot 6 of said Block 5; thence S88°28'21"W 291.05 feet to a found 5/8-inch rebar with cap PLS 4849 on the Easterly right of way of Highway 51; thence along said right of way, N50°01'58"W 30.19 feet to a found 5/8-inch rebar with cap PLS 1974 on the South line of Lot 6 of said Block 8; thence departing said right-of-way, N88°28'21"E 313.66 feet to the point of Beginning, containing 6,047 square feet or 0.139 acres, more or less. The purpose of the closure and vacation is for new commercial construction.

To comply with notice requirements, the City is required to hold a Technical Advisory Committee meeting to give notice to all utility companies which may have a vested interest in the area. An agenda and notices were sent to the Technical Advisory Committee members on December 20, 2019 for a Technical Advisory Committee meeting, via email and First Class Mail, Certificate of Mailing USPS Form 3665. This satisfies Title 11 Oklahoma Statutes, Section 42-110, as the notice is more than 30 days prior to the passage of an ordinance for closure. Such an ordinance, if approved, would occur at the February 3, 2020 City Council meeting.

Coweta Public Works advised no issues with the proposed closure of the 20-foot-wide alley. Cox Communications advised no issues with the proposed closure of the 20-foot-wide alley. Oklahoma Natural Gas, advised no issues with the proposed closure of alleyways, cost of re-lactation of the ONG gas line will be at the cost of the requester. PSO advised that the Customer will need to work with PSO to establish a new point of service for the new facility. Windstream advised no issues with the proposed closure of alleyways, the cost for any facility re-lactation will be at the cost of the requester.

The Coweta Planning Commission is to hold a public hearing at the January 27, 2020 Planning Commission meeting, and make a recommendation to the City Council. This closure and vacation, when approved, shall not thereafter be changed without the approval of the City Council, by ordinance, after review and recommendation by the Planning Commission.

### **STAFF RECOMMENDATION**

Staff recommends approval of the closure and vacation of the 20-foot-wide alley adjoining O'Reilly Auto Parts Store properties.

### **ATTACHMENTS**

1. Area Maps
2. Site Grading Plan

**GENERAL NOTES:**

- A. REFER TO PROJECT MANUAL FOR ADDITIONAL REQUIREMENTS.
- B. SITE CONDITIONS BASED UPON SURVEY SUBMITTED BY OWNER. FIELD VERIFY EXISTING CONDITIONS BY DETAILED SITE INSPECTION PRIOR TO SUBMITTING BID AND BEGINNING CONSTRUCTION.
- C. FIELD VERIFY SANITARY SEWER SERVICE CONNECTION INVERT PRIOR TO ESTABLISHING FINAL FINISH FLOOR ELEVATION.
- D. COORDINATE WORK WITH OTHER SITE RELATED DEVELOPMENT DRAWINGS.

**STAGES OF CONSTRUCTION:**

1. CONTRACTOR TO PERFORM DETAILED SITE INSPECTION TO LOCATE ALL EXISTING UTILITIES AND VERIFY ANY POSSIBLE CONFLICTS WITH PROPOSED IMPROVEMENTS PRIOR TO BEGINNING ANY CONSTRUCTION. CONTACT OWNER WITH ANY CONFLICTS. MONTH 1
2. INSTALLATION OF CONSTRUCTION ENTRANCE. MONTH 1
3. INSTALLATION OF EROSION CONTROL FENCE. MONTH 1
4. DEMOLITION OF EXISTING SITE IMPROVEMENTS. MONTH 1
5. REMOVAL OF EXISTING PAVEMENT ON THE SITE. MONTH 1
6. INSTALLATION OF ALL STORM WATER DRAINAGE IMPROVEMENTS. MONTH 1
7. ROUGH GRADING. MONTH 1 & MONTH 2
8. CONSTRUCTION OF NEW SITE IMPROVEMENTS. MONTH 2
9. FINAL GRADING. MONTH 3
10. PLACEMENT OF FINAL LANDSCAPING ITEMS AND SOD. MONTH 3
11. REMOVAL OF EROSION CONTROL FENCE. MONTH 3

**FLOOD ZONE:**

BY GRAPHIC PLOTTING ONLY, THIS PROPERTY IS IN ZONE AE AND ZONE X OF THE FLOOD INSURANCE RATE MAP, COMMUNITY PANEL NO. 40145C0260H, WHICH BEARS AN EFFECTIVE DATE OF APRIL 17, 2012 AND IS IN A SPECIAL FLOOD HAZARD AREA. NO FIELD SURVEYING WAS PERFORMED TO DETERMINE THIS ZONE.

**RIP-RAP NOTE:**

HAND PLACE RIP-RAP IN ALL PLACES AS INDICATED ON THE PLAN. THE STONE FOR RIP-RAP SHALL CONSIST OF FIELD STONE OR ROUGH UNHEWN QUARRY STONE AS NEARLY AS UNIFORM, IN SECTION AS PRACTICAL. THE STONES SHALL BE DENSE, RESISTANT TO THE ACTION OF AIR AND WATER, AND SUITABLE IN ALL ASPECTS FOR THE PURPOSE INTENDED UNLESS OTHERWISE SPECIFIED. ALL STONES USED AS RIP-RAP SHALL WEIGH BETWEEN 30-150 POUNDS EACH, AND AT LEAST 80 PERCENT OF THE STONES SHALL WEIGH MORE THAN 100 POUNDS EACH. STONES SHALL BE A MINIMUM OF 6" IN DIAMETER AND PLACED A MINIMUM OF 18" BELOW FINISH GRADE.

**PIPE NOTES:**

1. THE APPROVED PIPE MATERIALS ARE HIGH DENSITY POLYETHYLENE PIPE (HDPE), CORRUGATED METAL PIPE (CMP), AND REINFORCED CONCRETE PIPE (RCP). ANY PIPE ALTERNATES WILL REQUIRE OWNER APPROVAL.
2. ALL PIPE IS TO BE INSTALLED PER THE MANUFACTURER'S REQUIREMENTS AND MEET COVER REQUIREMENTS PER THE MANUFACTURER.
3. ALL PIPE SHALL BE MIN. HS-20 LOADING AND MEET ALL APPLICABLE ASTM STANDARDS.
4. ALL PIPES SHALL HAVE A MINIMUM MANNING'S ROUGHNESS COEFFICIENT, n=0.13.

**SITE EXCAVATION REQUIREMENTS:**

1. A GEOTECHNICAL ANALYSIS HAS BEEN PERFORMED ON THIS SITE. REFER TO PROJECT MANUAL FOLLOW GEOTECHNICAL ANALYSIS RECOMMENDATION FOR SITE EXCAVATION.
2. REFER TO STRUCTURAL DRAWINGS FOR BUILDING EXCAVATION REQUIREMENTS.

**EROSION CONTROL & MAINTENANCE PLAN NOTES:**

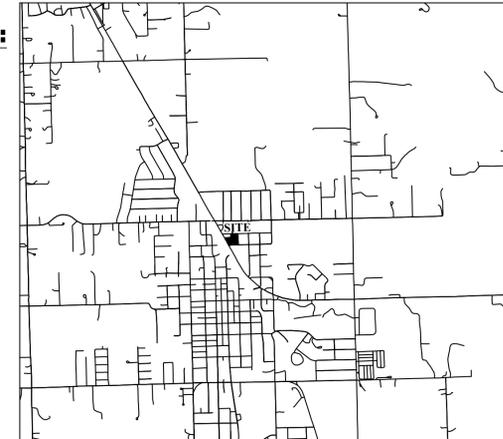
1. RETAIN FLOATABLE WIND BLOWN MATERIALS ON SITE BY STORING ALL TRASH AND BUILDING MATERIAL WASTE IN ENCLOSURES UNTIL PROPER DISPOSAL AT OFF-SITE FACILITIES. CHECK ADJACENT AREAS DAILY AND PICK UP CONSTRUCTION WASTE MATERIALS AND DEBRIS THAT HAVE BLOWN OR WASHED OFF SITE.
2. PERMANENTLY STABILIZE ALL SURFACE AREA WITHIN AND ADJACENT TO THIS SITE THAT IS DISTURBED BY VEHICLES, GRADING AND OTHER CONSTRUCTION FOR THE PROPOSED FACILITY. STABILIZATION IS OBTAINED WHEN THE DISTURBED SURFACE IS COVERED WITH STRUCTURES, PAVING AND/OR PERENNIAL VEGETATION HAVING A UNIFORM COVERAGE DENSITY OF AT LEAST 80%. STABILIZATION OF ALL DISTURBED AREA IS REQUIRED BEFORE TERMINATING MAINTENANCE AND REMOVAL OF EROSION CONTROL MEASURES.
3. CONTRACTORS SHALL INSPECT POLLUTION CONTROL MEASURES AT LEAST ONCE EVERY 7 DAYS AND WITHIN 24 HOURS AFTER A STORM EVENT OF 1/2 INCH OR GREATER. DAMAGED MEASURES THAT PROVE TO BE INEFFECTIVE SHALL BE REPLACED WITH MORE EFFECTIVE MEASURES OR ADDITIONAL MEASURES WITHIN SEVEN DAYS. REPEATED FAILURE OF A CONTROL MEASURE REQUIRES INSTALLATION OF A MORE SUITABLE DEVICE TO PREVENT DISCHARGE OF POLLUTANTS FROM THE CONSTRUCTION SITE.
4. INSTALLATION OF ADDITIONAL EROSION CONTROL MEASURES MAY BE REQUIRED BY THE CITY OR STATE. CONTRACTOR TO VERIFY REQUIREMENTS PRIOR TO BEGINNING ANY WORK ON PROJECT SITE.
5. CARE SHALL BE TAKEN TO MINIMIZE THE ENCROACHMENT OF SEDIMENT INTO ALL STORM DRAIN APPURTENANCES, PUBLIC STREETS, AND ONTO PRIVATE PROPERTY UNTIL IMPERVIOUS MATERIAL (ROAD/PARKING AREA SURFACE) IS APPLIED OR UNTIL PROPOSED LANDSCAPE HAS BEEN ESTABLISHED.
6. REFER TO 1/12 FOR SILT FENCE CONSTRUCTION.
7. ALL GRASS SLOPES WHICH EXCEED 3:1 (H:V) SHALL UTILIZE CONTECH CONSTRUCTION PRODUCTS PERMANENT TURF REINFORCEMENT MAT 450 OR APPROVED EQUAL. MATS SHALL BE INSTALLED PER MANUFACTURER'S SPECIFICATIONS AND STANDARDS. CONTRACTOR SHALL COORDINATE INSTALLATION INSPECTION WITH MANUFACTURER.

**STORM WATER RUNOFF SUMMARY:**

TOTAL PROPERTY AREA= 1.66 ACRES  
TOTAL DISTURBED AREA = 1.65 ACRES, THEREFORE NOI WILL BE OBTAINED.  
REFER TO STORMWATER REPORT PREPARED BY ANDERSON ENGINEERING.

**CONSTRUCTION EGRESS NOTES:**

1. CONSTRUCTION EGRESS SHALL BE 25" MINIMUM WIDTH AND 30" MINIMUM LENGTH AND 6" MIN THICKNESS OF STONE (1.5" X 3.5") COARSE AGGREGATE WITH GEOTEXTILE UNDERLINER. REFER TO THE CITY OR STATE FOR ANY ADDITIONAL REQUIREMENTS.
2. THE EXIT SHALL BE MAINTAINED IN A CONDITION WHICH WILL PREVENT TRACKING OR FLOW OF MUD ONTO PUBLIC RIGHT-OF-WAY. THIS MAY REQUIRE PERIODIC TOP DRESSING WITH 1.5-3.5 INCH STONE, AS CONDITIONS DEMAND, AND REPAIR AND/OR CLEAN OUT OF ANY STRUCTURE USED TO TRAP SEDIMENT. ALL MATERIALS SPILLED, DROPPED, WASHED, OR TRACKED FROM VEHICLES OR SITE ONTO ROADWAYS OR INTO STORM DRAINS MUST BE REMOVED IMMEDIATELY.
3. WHEELS MUST BE CLEANED TO REMOVE MUD PRIOR TO ENTRANCE ONTO PUBLIC RIGHT-OF-WAY. WHEN WASHING IS REQUIRED, IT SHALL BE DONE ON AN AREA WITH CRUSHED STONE WHICH DRAINS INTO AN APPROVED SEDIMENT TRAP OR SEDIMENT BASIN LOCATED PER THE CITY OR STATE REQUIREMENTS.



VICINITY MAP  
NOT TO SCALE



Know what's below  
Call before you dig.

**SPECIAL NOTE:**  
PRIOR TO BEGINNING ANY SITE WORK & ORDERING OF MATERIALS, CONTRACTOR SHALL FIELD VERIFY ALL UTILITY & DRAINAGE CONNECTIONS TO EXISTING SYSTEMS BY POT HOLEING AND SHALL NOTIFY ENGINEER OF NEEDED CHANGES. FAILURE TO DO SO WILL RESULT IN THE CONTRACTOR BEING RESPONSIBLE FOR ALL REVISION COSTS AND DELAYS.

**SPECIAL NOTE:**  
PRIOR TO CONTRACT CLOSURE, CONTRACTOR SHALL SECURE THE SERVICES OF A REGISTERED LAND SURVEYOR TO PROVIDE SITE SURVEY OF COMPLETED PROJECT CONDITIONS AND SUBMIT FOR REVIEW AND APPROVAL BY OWNER. REFER TO PROJECT MANUAL FOR ADDITIONAL REQUIREMENTS.

**SPECIAL NOTE:**  
FIELD VERIFY SANITARY SEWER CONNECTION INVERT PRIOR TO ESTABLISHING FINAL FINISH FLOOR ELEVATION. REFER TO SITE UTILITIES PLAN.

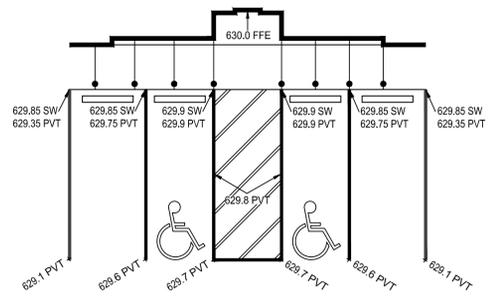
**SPECIAL NOTE:**  
CONTRACTOR SHALL FIELD VERIFY PROPOSED GRADES MATCH EXISTING PAVEMENT AT DRIVEWAY ENTRANCES. CONTRACTOR SHALL NOTIFY ENGINEER IF DISCREPANCY OCCURS.

**CAUTION:**  
INFORMATION ON THIS DRAWING CONCERNING TYPE AND LOCATION OF UNDERGROUND AND OTHER UTILITIES IS NOT GUARANTEED TO BE ACCURATE OR ALL INCLUSIVE. THE CONTRACTOR IS RESPONSIBLE FOR MAKING HIS OWN DETERMINATION AS TO THE TYPE AND LOCATION OF UNDERGROUND AND OTHER UTILITIES AS MAY BE NECESSARY TO AVOID DAMAGE THERETO.

**KEY NOTES:**

- C1 HANDICAP PARKING AREA. SEE DETAIL 2/C1.1
- C2 INSTALL CONSTRUCTION EGRESS PER NOTES.
- C3 INSTALL EROSION CONTROL FENCE PER DETAIL 1/C1.2
- C4 INSTALL 1000 SF OF RIPRAP TRUCKLE CHANNEL REFER TO DETAIL 2/C1.2
- C5 INSTALL 45 LF OF 18"Ø PIPE. REFER TO PIPE NOTES. INV = 626.7'
- C6 INSTALL 4"x4" AREA INLET. RIM=628.6' INV IN=626.2' INV OUT=626.1' REFER TO DETAIL 3/C1.2
- C7 INSTALL 120 LF OF 18"Ø PIPE. REFER TO PIPE NOTES. INV = 626.1'
- C8 INSTALL 4"x4" AREA INLET. RIM=628.6' INV IN(IN)=627.2' INV IN(NE)=625.5' INV OUT(S)=625.4' REFER TO DETAIL 3/C1.2
- C9 INSTALL 95 LF OF 24"Ø PIPE. REFER TO PIPE NOTES. INV = 625.4'
- C10 5' CURB CUT WITH 35 SF RIP-RAP PAD. REFER TO DETAIL 5/C1.2
- C11 INSTALL 40 LF OF 18"Ø PIPE. REFER TO PIPE NOTES. INV = 624.7'
- C12 INSTALL 4"x4" OUTLET STRUCTURE. TOP = 624.3' INV = 624.8' REFER TO DETAIL 4/C1.2
- C13 INSTALL 70 LF OF 18"Ø PIPE. REFER TO PIPE NOTES. INV = 624.8'
- C14 INSTALL 4"x4" AREA INLET. RIM=628.6' INV IN(N)=624.3' INV IN(E)=624.4' INV OUT(W)=624.3' REFER TO DETAIL 3/C1.2
- C15 INSTALL 20 LF OF 24"Ø PIPE. REFER TO PIPE NOTES. INV = 624.3'
- C16 CONTRACTOR TO ADJUST MANHOLE LID TO BE FLUSH WITH PROPOSED PAVEMENT. EXISTING RIM = 627.9' PROPOSED RIM = 627.9' FIELD ADJUST AS NECESSARY.
- C17 PROTECT AND MAINTAIN EXISTING SANITARY SEWER DURING CONSTRUCTION.

**2 HANDICAP PARKING DETAIL**  
C1.1 SCALE: 1" = 10'

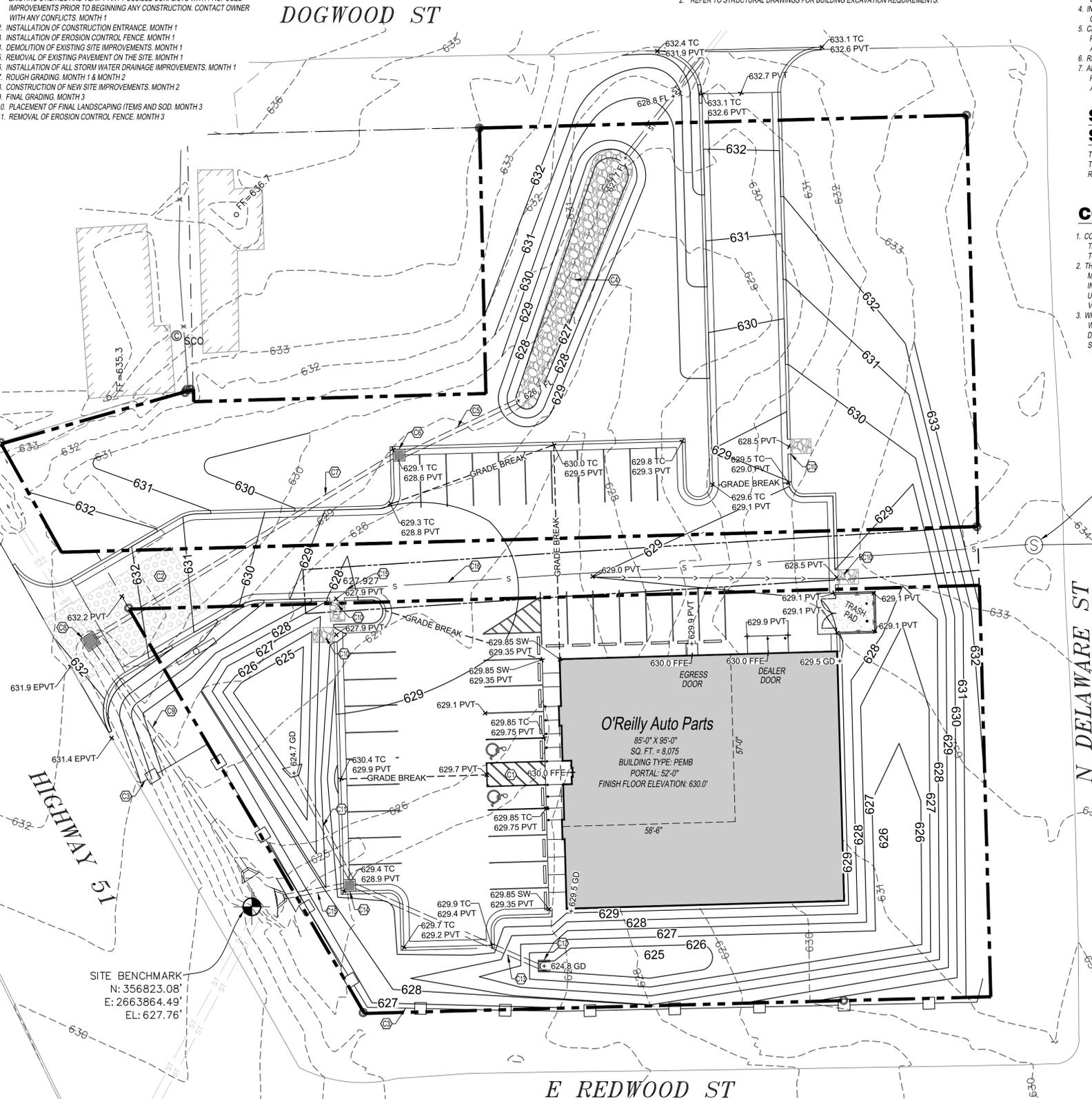


HANDICAP AREA TO BE ADA COMPLIANT. SLOPES SHALL NOT EXCEED 2.0% IN ANY DIRECTION IN THIS AREA.

**SYMBOLS LEGEND**

REFER TO SURVEY (SV1) FOR EXISTING CONDITION SYMBOLS LEGEND AND SITE CONTROL.			
---	EXISTING GRADE LINES	NEW SPOT ELEVATIONS	ABBREVIATION
---	PROPOSED NEW GRADE LINES	LIST	NONE
---	NEW BUILDING CONSTRUCTION	SIDEWALK	SIV
---	NEW SIGN LOCATION	TOP OF WALL	TW
---	NEW CONCRETE PAVING BLOCK	TOP OF CURB	TC
---	TEMPORARY EROSION CONTROL FENCE	TOP OF PAVEMENT	PVT
---	SURFACE FLOW ARROW	NEW GRADE CONCRETE	GD
---		EXISTING TOP OF CURB	CONC
---		EXISTING GRADE	ETC
---		EXISTING PAVEMENT	EGD
---		EXISTING SIDEWALK	ESW
---		FLOW LINE	FL
---		TOP OF BERM	TOP

**1 SITE GRADING PLAN**  
C1.1 SCALE: 1" = 20'-0"



INDIVIDUAL ARCHITECTURAL REGISTRATION NO.: A3998



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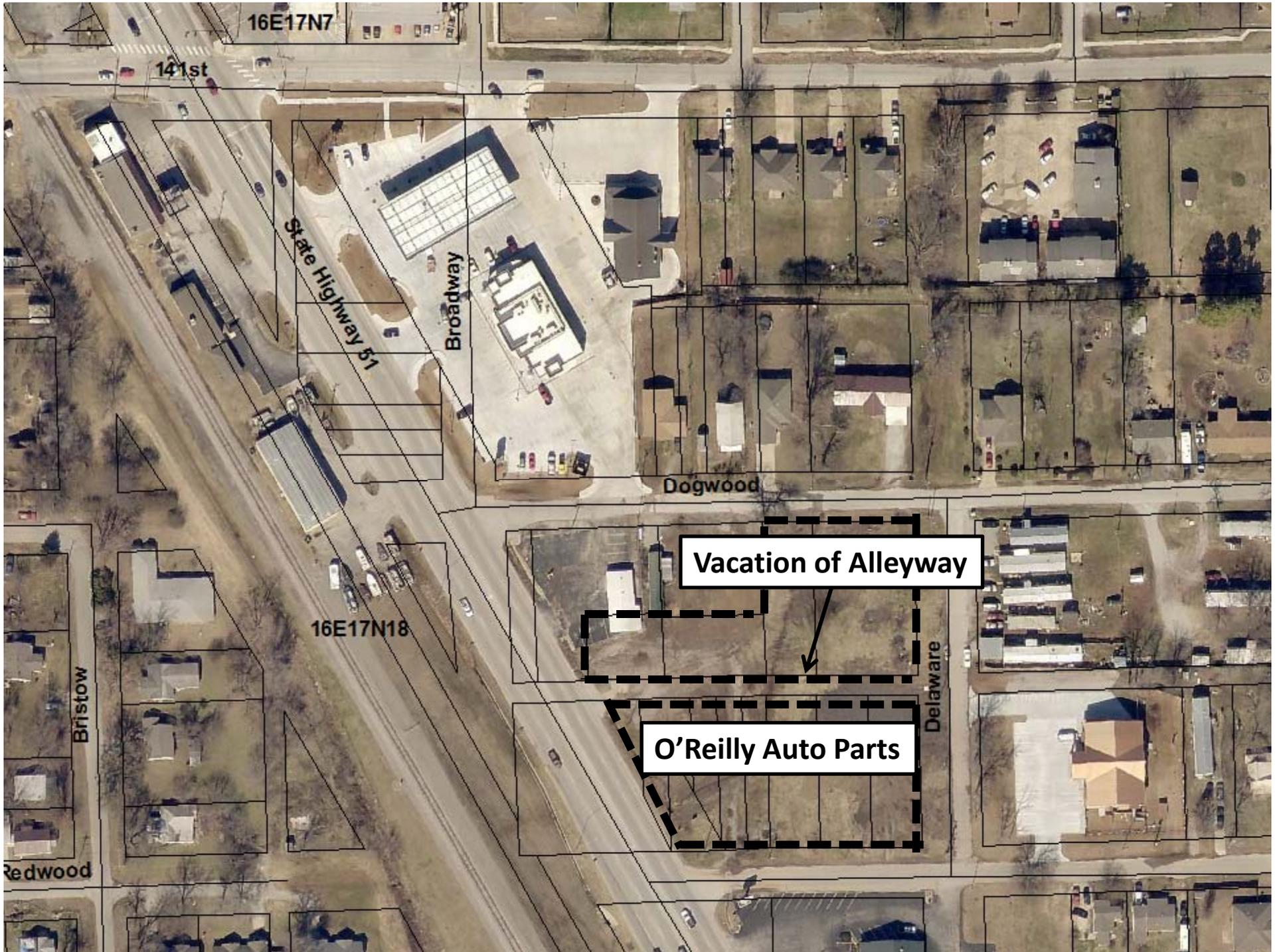
**Reilly AUTO PARTS**  
CORPORATE OFFICES  
233 SOUTH PATTERSON  
SPRINGFIELD, MISSOURI 65802  
(417) 862-2674 TELEPHONE

PROJECT:  
**NEW O'REILLY AUTO PARTS STORE**  
14211 OK-51  
COWETA, OKLAHOMA

**MO ANDERSON ENGINEERING**  
EMPLOYEE OWNED  
ENGINEERS • SURVEYORS • LABORATORIES • DRILLING  
2506 W. W. WILSON BLVD. • PATRICK JOYCE PE# 28843  
PROJ. # 19SP10006

DRAWN BY: **JH** CHECKED BY: **JD**  
DATE: **09/12/19**  
REVISION:  
PROJECT NUMBER: **COW**  
SHEET NUMBER: **C1.1**

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16E17N7

141st

State Highway 51

Broadway

Dogwood

Vacation of Alleyway

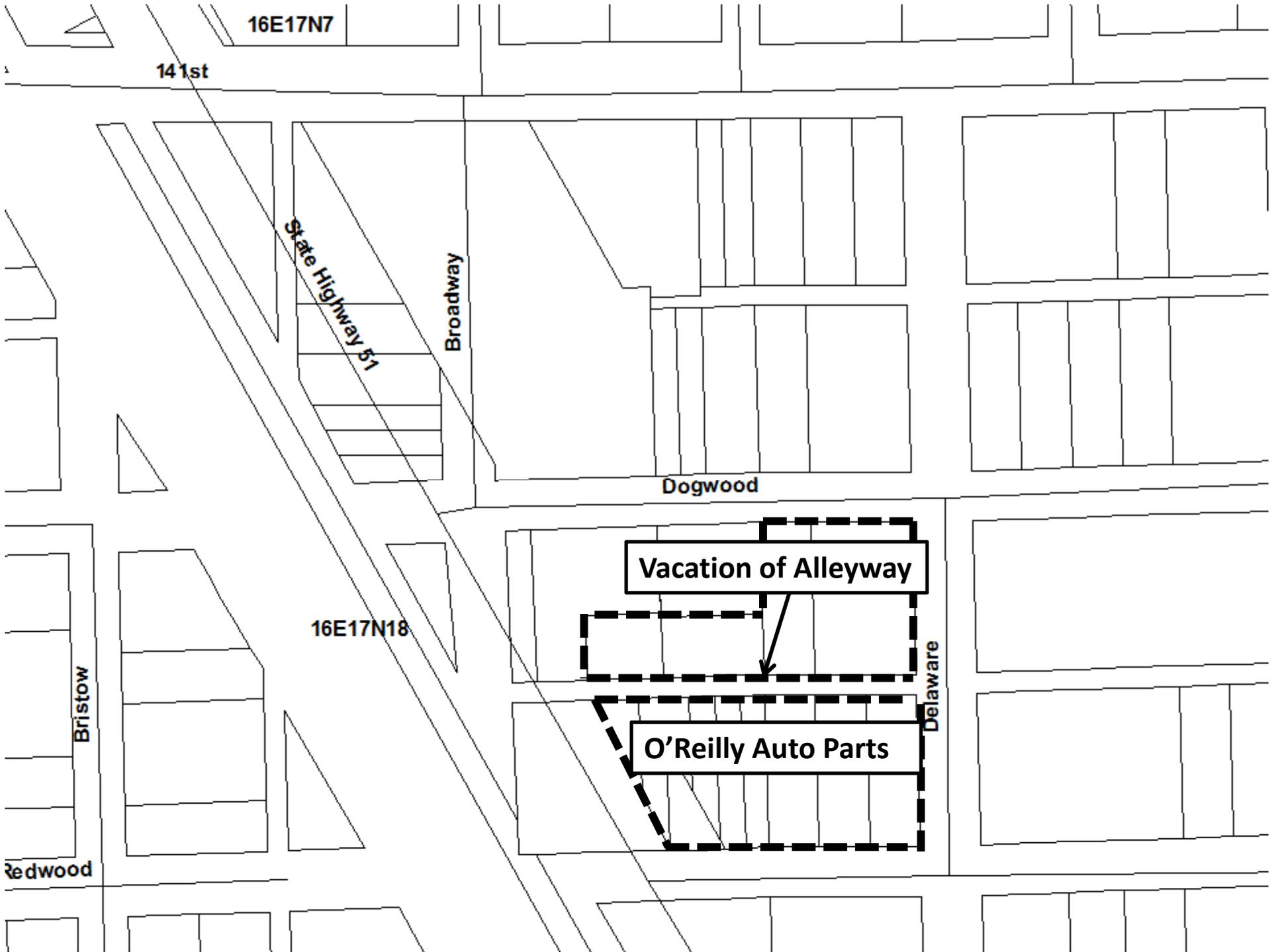
16E17N18

O'Reilly Auto Parts

Delaware

Bristow

Redwood



16E17N7

141st

State Highway 51

Broadway

Dogwood

Vacation of Alleyway

16E17N18

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