

Types of Signs Allowed

The types of signs permitted will vary depending on the zoning classification, such as B-1 or P-1, or whether the property is located in one of Staunton's overlay districts such as a Historic Preservation District or the Entrance Corridor Overlay District.

Temporary Signs

Temporary signs are regulated in Title 18.140. Permitted types of temporary signs include sandwich board signs and wall banners. A sign permit is not required for the installation of a temporary sign.

The Size of Temporary Signs

Sandwich board signs may not exceed two feet in width and four feet in height; eight square feet total size. Wall signs may vary in height and width provided they do not exceed a total of thirty square feet in size.

Signs in the Right-of-Way

No advertising sign is permitted in the Right-of-Way. Signs may not be attached to any utility pole or any object within the Right-of-Way.

Illumination

There are regulations addressing how signs may be illuminated. Not all zoning districts permit internally illuminated signs, and regulations specify how signs may be externally illuminated.

Inspection

Inspections are required for completed sign installations. This allows City staff to confirm all signs have been installed according to the conditions of the sign permit.

Please Call

Requirements for the design and installation of signs may change. Please give us a call as we are happy to discuss the options for your project and answer any questions you may have.

Planning and Inspections Department

**City of Staunton
116 W. Beverley Street
Staunton, VA 24401
540-332-3862**

Opening a
new
business?

Consider your
options
for

signs



The City of Staunton regulates signs through the City's Zoning Code which is Title 18 of the Staunton City Code. The regulations for signs, billboards, and other advertising structures can be found in Title 18.140 of the Code. The Staunton City Code is available to the public on the City's web site: <http://www.staunton.va.us>.

Sign Permit Required

A sign permit is required for the following:

- The installation of any new sign;
- The alteration of any existing sign; and
- The re-facing of any existing sign

There is a fee and a review process for sign permits. Please contact the Planning and Inspections Department for more information.

Building Permit

In some cases, depending on the type of sign, a building permit may be required in addition to a sign permit. Please contact the Planning and Inspections Department for more information.

Downtown Business District

There are special regulations for the Downtown Business District. These regulations can be found in Title 18.140.040 (3) (d) of the City Code.

Historic Preservation Districts

A Certificate of Appropriateness (COA) is required prior to installation of any sign in the Historic Preservation Districts. A review of an application for a COA for signs is done administratively and does not have to be approved by the Historic Preservation Commission. A fee is required for a COA, and an inspection is required once the work has been completed. The requirement for a sign permit may be waived in lieu of a COA. For more information, please contact the Planning and Inspections Department.

Entrance Corridor Overlay District

Review of an application for signs in the Entrance Corridor Overlay District is done administratively. A fee is required for a sign permit, and an inspection is required once the work has been completed. Requirements for signs located in the Entrance Corridor Overlay District can

be found in Title 18.83.090 (7). In cases where the regulations of the underlying zoning district are more restrictive than the requirements of the Entrance Corridor Overlay District, the regulations of the underlying zoning district apply. Recommendations for the character, type, and placement of signs are included in the Design Guidelines developed for each Entrance Corridor. The Design Guidelines for each corridor can be found on the City's web site, on the Planning and Inspections Department home page: <http://www.staunton.va.us/directory/departments-h-z/planning-inspections>

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