



## Need a Sign Permit?

Before you request a sign permit, please review the City's sign code. A searchable version of the sign code is available on line at

[www.codepublishing.com/wa/maplevalley](http://www.codepublishing.com/wa/maplevalley).

*(Click Title 18 Development Regulations, click Chapter 18.50, Particular Use Regulation)*

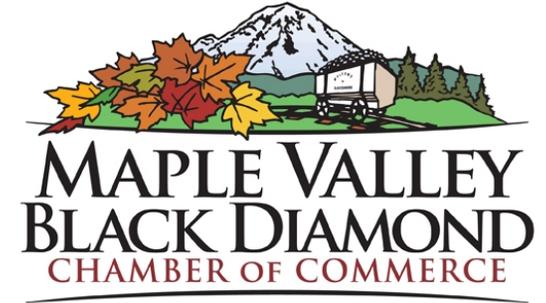
Please contact the City of Maple Valley Community Development staff if you have any questions about the sign code in general or a sign proposal in particular at (425) 413-8800.

## Sign Permit Fees

Temporary Sign .....\$25  
Building-mounted Sign...\$125  
Freestanding Sign .....\$225

Sign violations are subject to a penalty of up to \$1,000. Confiscated signs can be recovered for a fee of \$25 per sign.

**City of Maple Valley  
Department of Community Development  
22017 SE Wax Road  
Maple Valley, WA 98038  
(425) 413-8800**



## SIGN CODE

## GENERAL INFORMATION

### Maple Valley Sign Code

Signs play an important role in the economic well-being of the community, with almost every

business having at least one sign to guide consumers to their goods and services.

Developed collaboratively with businesses and citizens, the Maple Valley's sign code seeks to "enhance the community's visual character and identity and reduce clutter and visual distraction."

This brochure, which was prepared jointly by the Maple Valley-Black Diamond Chamber of Commerce and the City of Maple Valley is intended to provide businesses with general overview of the Maple Valley Sign Code.

For detailed information, please visit the City of Maple Valley website at [www.maplevalleywa.gov](http://www.maplevalleywa.gov) or contact the Community Development Department at (425) 413-8800.

## Permitted Sign Types

Permits are issued for three basic sign types:

**Building-Mounted Signs** are attached to the exterior of a building. Each individual business or business tenant may have two building-mounted signs equal in size to 15 percent of the exposed building face to which they are attached. City code does not require that building mounted signs be placed on facades facing the street. However, the size of a building-mounted sign can be no larger than 120 square feet regardless of façade size. On the other hand, every business is permitted to have at least 30 square feet of sign, even on the smallest facade.

**Freestanding Signs** are supported on the ground and not attached to any building. The size and height of these signs is calculated based on lineal feet of a street frontage. For example, a freestanding sign advertising a single business can have one square foot of sign area -- up to 40 square feet per sign side -- for each lineal foot of street frontage and one-half a foot in height for every five feet of frontage, up to 12 feet. Calculations differ slightly for multi-tenant signs.

**Temporary signs** are intended for short-term use. These include special sale signs, grand opening signs, human signs and development directional signs. Temporary signs require a permit and may be displayed anywhere between five and 90 days, with some longer, depending on the use. For example, human sign permits are good for five days a year, whereas development directional signs pointing the way to residential developments are permitted to remain until all the homes in a development are sold.

**Portable signs**, including A-boards, are now allowed in the City. Each business, community service or civic event may use one portable sign located on site. Off-site advertising of real estate, religious institutions and garage sales are permitted; please call the Community Development Department for specific details.

## Prohibited Signs

The following signs or displays are prohibited in all zones within the City and are subject to confiscation by the City at the owner's expense:

**Banners** are signs made of fabric or any non-rigid material without an enclosing framework. In most instances, banner signs are not permitted in Maple Valley. However, there are exceptions, including civic or community service events endorsed by the City, business grand openings and special sales or promotions, with a temporary sign permit.

The amount of time that banners may be displayed varies depending on use. For example, grand opening signs are limited to 14 days, while special sales signs can be displayed up to 90 days in a year. Where permitted, banners may only be displayed on the facade, wall or window of a building or stretched between poles.

**Flags** include traditional flags, swags and feather flags. The American flag and Washington state flag are allowed in all zones. Businesses may have one flag containing the name or corporate logo, as well

as decorative flags -- those without a name, logo or other advertising copy. Decorative flags require no permit but must be spaced at least 50 feet apart.

**Inflatable** signs include balloons and other inflated devices that are used to attract attention or to advertise or promote goods and services with few exceptions are prohibited. However, inflatable signs are permitted for civic or community service events endorsed by the City and business grand openings, with a temporary sign permit.

**Signs in the right-of-way**, including portable signs, are prohibited except in the case of government signs and political signs. Contact the Community Development Department for details about retrieving confiscated signs.

## Where is the right-of-way

Questions frequently arise about the location of the public right-of-way and the placement of permitted signs. While the location may vary, the rule of thumb is:

- If a sidewalk is present, typically the back of the sidewalk is the limit of the right-of-way.
- If no sidewalk is present, the right-of-way extends to the back side of power poles, light poles, utility boxes and public signs.

*Revised 02/18/2016*