

## TEMPORARY SIGNS CONTINUED

Post-Style Commercial Signs are permitted in commercial areas subject to the following performance standards:

- Maximum height—4 feet
- Maximum sign area—2 x 2 feet.
- Sign frame shall be constructed of black wrought iron or similar metal material.
- Sign can only be displayed during business hours.
- One sign allowed per business.
- A temporary sign permit is required.

A complete copy of the performance standards is available on the City's website or by calling the Planning Department at (425) 745-1891.



## PROHIBITED SIGNS

The following is a list of some of the signs that are prohibited:

- Permanent signs that are designed to rotate or move by any means.
- Signs mounted on trailers.
- Signs with exposed braces and guy wires.
- Signs with blinking, flashing or moving lights, not including time/temperature and similar public service displays.
- Flags or banners, balloons, or inflatable signs.
- All off-site signs except approved temporary signs.

Please see MCMC Title 17.26 and the Town Center Design Guidelines for additional signs that are prohibited.

## WHO TO CONTACT FOR MORE INFORMATION . . .

The City of Mill Creek staff is available to answer any questions you may have about sign regulations and the permitting process at (425) 745-1891.

This bulletin is intended only as an informational guide. The information may not be complete and is subject to change. For complete legal information, refer to the Mill Creek Municipal Code, which can be obtained online along with the sign permit application, at [www.cityofmillcreek.com](http://www.cityofmillcreek.com).



## SIGN REGULATIONS

*"Committed to supporting our business community and keeping our City beautiful."*

15728 Main Street, Mill Creek  
(425) 745-1891  
[www.cityofmillcreek.com](http://www.cityofmillcreek.com)

Mill Creek residents and businesses place a high value on the community's appearance. To maintain an attractive appearance, the City regulates signs to avoid visual clutter, ensure traffic and pedestrian safety, enhance property values, and prevent the accumulation of litter and debris.

There are three types of signs regulated by the City: permanent signs (such as monument signs and wall signs), temporary signs (such as A-Board signs, banners, and post-style commercial signs), and prohibited signs. Signs are regulated by Chapter 17.26 of the Mill Creek Municipal Code (MCMC), which can be found online on the City's website at [www.cityofmillcreek.com](http://www.cityofmillcreek.com).

Both temporary and permanent signs require permits, which are issued by the Building Division. Some permanent signs also require Design Review Board (DRB) approval. For more information, please call the Permit Coordinator at (425) 921-5702.

## PERMANENT SIGNS

Wall signs are governed by MCMC Chapter 17.26 and/or the Town Center Design Guidelines. In brief, allowable sign area is calculated as follows:

**Wall Signs** – The maximum wall sign area, excluding directional and information signs not subject to design review, shall not exceed 15% of the storefront surface area.  
Storefront surface area = 12 (average storefront height) x \_\_\_\_\_ lineal feet of building frontage.

The building frontage will be measured along the wall containing the main public entrance.

Small tenants (less than 12,000 square feet) are permitted a maximum sign area equal to

the lesser of 15% of the storefront surface area or 50 square feet. Large tenants (more than 12,000 square feet) are permitted a maximum sign area equal to the lesser of 15% of the storefront surface area or 300 square feet.

The allowed signage may be distributed to one or more signs located on any side of the building facing a parking lot or street. In cases where a building frontage is not visible from any street and the rear of the building faces the adjoining street, the permitted sign area may be increased by 100 percent to place an additional sign on the rear of the building facing the adjoining street.



**Freestanding / Monument Signs** are permitted in commercial, business and industrial zone districts and are subject to size and setback requirements contained in Section 17.26.020.E MCMC. Freestanding signs are also permitted in residential zones to identify a neighborhood. Monument signs must receive DRB approval prior to applying for a building permit. For more information on the DRB application process, please contact the Planning Department at (425) 745-1891.

## TEMPORARY SIGNS

All temporary signs require a temporary sign permit, which can be obtained from the Building Division at City Hall or by calling the Permit Coordinator at (425) 921-5702.

Temporary signs that are eligible for a permit are as follows:

**For Lease or For Sale Signs**, which advertise the premises for sale, rent or lease, or identify the project under construction, are permitted subject to specific size and setback requirements contained in MCMC Section 17.26.060.

**Off-premise Real Estate Directional Signs**, typically A-Boards, are permitted only when the person sponsoring the "open house" or "sale" is in attendance and at Apartment buildings with a leasing office. A-Boards are not permitted for other types of commercial businesses.

**New Business Sign**—Commercial or Business Center owners are allowed to install signs on decorative supports adjacent to the right-of-way in order to advertise new businesses / tenants within the center. The signs shall be a maximum of four square feet and can be displayed for a maximum of 30 consecutive days for each business.



**Banners**—one 3 x 12 foot banner per year is permitted to celebrate a grand opening, a business anniversary, advertise a multifamily building for sale or rent, and /or announce major sales. The banner can be displayed for a period not to exceed 45 consecutive days for existing businesses and 60 days for new businesses.