

## C.H.A.P. SIGN POLICY

The Commission for Historical and Architectural Preservation uses the following criteria for the review of sign proposals. These are criteria by which the Commission determines that any proposed sign is not detrimental to the historical cultural, educational and/or architectural value of structures located within Baltimore City Historic Districts or those designated as Baltimore City Landmarks. As provided in Article I, Section 40i of the Baltimore City Code, the Commission has adopted the following rules and regulations for sign review.

1. All other City ordinances applicable to the area must be followed and are in no way pre-empted or superseded by these guidelines. It is the responsibility of the property owner to see that all is in accordance with the Baltimore City Code including, but not limited to Zoning and Urban Renewal requirements. If in an Urban Renewal area, it is advised that the Department of Housing and Community, Development "Planning Division be contacted at 396-4220 .
2. The commissioners will consider the following in the review of proposed signs:
  - a. The way in which the sign relates to the building.  
In size, color, details and materials
  - b. The way in which the sign relates to the adjacent buildings and signs on those buildings
  - c. The way in which the sign is to "be attached to the building to achieve both safety and good design
  - d. The durability of materials
  - e. The clarity of lettering and graphics in terms of their size, style, color, and contrast with the background
  - f. The way in which the proposed lighting will affect the building and adjacent buildings
3. All lighting and electrical elements shall be concealed from view as much as possible.
4. Flat signs shall be placed parallel to the building face and shall not project more than 8" from the surface of the building.
5. Roof top signs, signs above the parapet of a building, Billboards or outdoor advertising signs shall not be permitted .

6. Signs attached at right angles to a building are permitted provided that there is no more than one such sign for each entrance door and it projects no more than three feet across a building line. The proposed bracket or fixture must be considered as well.'
7. 7) A free-standing sign shall be permitted provided that such sign has no more than two faces, the area of each face does not exceed sixteen square feet, the top of such design .is included in the design of a landscaped area at the front property line.
8. Flashing or moving signs are not allowed.
9. Temporary signs will not be approved for periods longer than 30 days.
10. Flags and banners will be reviewed to assess their compatibility with the use and architectural design of adjacent buildings. Banners will not be approved in predominantly residential areas. Flag and banner designs must be decorative in nature.
11. Decals are permitted if they are kept small and neatly displayed. .
12. Carefully designed non-flashing neon signs that~ are compatible in size and placement with the architectural style of a building will be considered.
13. Acceptable lighting methods include recessed downlights or wallwashers; shielded fluorescent lamps diffusers "gooseneck" incandescent on bent metal tube arm; and internally-illuminated box sign. Unacceptable lighting includes exposed fluorescent lighting; exposed quartz or mercury vapor lamps; exposed incandescent lamps other than low-wattage, purely decorative lighting.
14. Proposals for canopies and awnings will be considered if there is a clear need for this type of installation. Design must be compatible with the architectural style and materials of the building and adjacent buildings.