



**DOUGLAS COUNTY COMMISSIONERS
WORK SESSION
Monday, April 28, 2025**

A G E N D A

2:30 p.m. Temporary Signs on County-Owned Property
Legal Updates - Executive Session

Agenda Item

Date: April 28, 2025
To: Douglas County Board of County Commissioners
Through: Douglas J. DeBord, County Manager
From: Holly Carrell, Special Project Manager
CC: Dan Avery, Special Project Manager
Subject: Temporary Signs on County-Owned Property

Summary

In 2023, the Board directed staff to administer a pilot program allowing temporary signs on six designed vacant county-owned properties. Applications were accepted for signage to be erected from May 3 through July 9 and September 10 through November 15, in accordance with posted policies.

The pilot program concluded on December 31, 2024, and staff seeks Board direction on continuance of the program and, if applicable, clarification of policies regarding number of signs allowed per lot, size of signage allowed and perceived viewing interference.

Temporary Signs				
	Business, Commercial, Industrial, and Sedalia Zone Districts	Multi-family, Suburban, Estate, and Rural Residential Zone Districts	Agricultural One and Large Rural Residential Zone Districts, on parcels less than 9 acres	
January 1 through August 31		Sign of up to 64 square feet in area: • Two (2) per lot. • Not more than 32 square feet per sign face. Sign of up to 6 square feet in area: • Two (2) per lot.	Sign of up to 64 square feet in area: • Two (2) per lot. • Not more than 32 square feet per sign face. Sign of up to 6 square feet in area: • Two (2) per lot.	
September 1 through November 15		Sign of up to 64 square feet in area: • Four (4) per lot. • Not more than 32 square feet per sign face. Sign of up to 6 square feet in area: • No limit on the number of signs per lot.	Sign of up to 64 square feet in area: • Four (4) per lot. • Not more than 32 square feet per sign face. Sign of up to 6 square feet in area: • No limit on the number of signs per lot.	

General requirements for temporary signs:

- A temporary sign is any sign generally intended and designed for installation in a simple and non-permanent manner and constructed of cloth, canvas, fabric, metal, plywood, or other material and displayed for a purpose of a non-recurring nature.
- Each sign shall be displayed for a total of no more than 90 days in a calendar year.
- Temporary signs may not be illuminated.
- Temporary signs shall be removed within seven (7) days of the completion of the purpose for which the sign was erected.
- Temporary signs do not require sign permits.
- Temporary signs may only be installed by, or with the permission of, the landowner. Requests to place signs on County properties would be submitted to the department responsible for managing the property. The department would review the request in accordance with County regulations, policies, and procedures. On County-owned properties within a municipality, signs would also be subject to any local regulation.
- In a Planned Development, applicable temporary sign standards are determined by the zone district to which a planning area and the uses established therein most closely conform, except when the PD has established its own, specific sign standards.

Information sourced from Douglas County Zoning Resolution, Sections 2902, 2912, and 3602.

Next Steps

Staff are prepared to discuss further.

Pilot

Description:	Allow Temporary Signs on Vacant County-owned Properties
Pilot Time Frame:	October 5, 2023 through December 31, 2024
Departments:	Public Works – Engineering Division Community Development – Parks Trail and Buildings Grounds and Planning Services

Policies for Temporary Signs on Vacant County-owned Properties

Temporary Signs will be allowed on a limited amount of Vacant County-owned Properties during the period of September 10 through November 15 and May 3 through July 9 of each year, in accordance with these policies. See attached map of allowed locations. Other periods of time may be added to the Pilot Time Frame.

Temporary Signs must be within 10 feet of an external property line.

People or groups placing a Temporary Sign or Signs on Vacant County-owned Properties must register each Temporary Sign with the Property Manager(s) of the Vacant County-owned Properties, see attached Registration Application. The registration process may include an acknowledgment of these policies and an indemnification of the County.

The placement of a Temporary Sign on a Vacant County-owned Property must be pre-approved by the Property Manager. This will help ensure that the number, size, and location of Temporary Signs on the property are compliant with these policies and applicable regulations.

Temporary Signs may not interfere with safe operation, maintenance, and use of the Vacant County-owned Property. Temporary Signs must be relocated at the request of the Property Manager when necessary to accommodate County operations, maintenance, or use; or in the interests of public safety.

Temporary Signs shall not display obscene or unlawful material.

Temporary Signs should be placed so as to not interfere with other Temporary Signs.

Only one Temporary Sign will be permitted per individual or group on a particular Vacant County-owned Property.

The total number of Temporary Signs on a Vacant County-owned Property in unincorporated areas may not exceed the limits for Temporary Signs in the Douglas County Zoning Resolution.

The size of Temporary Signs on a Vacant County-owned Property in unincorporated areas may not exceed the limits for Temporary Signs in the Douglas County Zoning Resolution.

Temporary Signs must be removed by their owner after being on display for 67 days, or 7 days after completion of the purpose for which they were installed, whichever comes first.

Temporary Signs must be in good condition. Temporary Signs that are in poor repair, obscured, or otherwise present a safety hazard may be removed by the Property Manager without prior notice to their owner.

Signs that are not compliant with these policies and other applicable County regulations may be removed by the Property Manager without prior notice to their owner.

Multiple signs shall not be combined to convey a complete message, thought, idea, or expression that would otherwise exceed the limitations contained herein.

Temporary Signs must be freestanding and sufficiently sturdy to endure typical weather events. If signs require installation using post drivers, hammers, or similar devices to secure signposts, as part of the registration process the person performing the installation must request utility locates (see Colorado811.org) prior to installing the sign to verify there are no underground utilities. The owner of the sign must sign a form indemnifying the County of any damage caused to existing underground utilities in relation to the sign installation and provide proof utility locating has been performed prior to installation.

After a Temporary Sign is removed, the individual or group that installed it is responsible for returning the ground surface to its original condition.

Temporary Signs are also subject to other local, state, and federal laws and regulations. Temporary Signs that are not compliant with local, state, or federal laws and regulations may be removed by the Property Manager.

The following are prohibited:

- Illumination of any kind.
- Any sign using any type of movement, animation, or the appearance or optical illusion of movement of any part of the sign or sign structure.
- Any sign emitting amplified sound, smoke, visible vapor, particles, or odor.
- Any sign using a mirror or highly reflective device as part of the sign.
- Any sign that conflicts with the clear and obvious appearance of, or view of, public devices controlling public traffic and safety.
- Any sign that causes a traffic hazard for any reason, including but not limited to glare, focus, or intensity of reflective surfaces.

- Any sign within or too close to a sight distance triangle, as defined in the Douglas County Roadway Design and Construction Standards.
- Any sign or signal, marking, or device which purports to be, is an imitation of, or resembles but is not an official traffic control device or railroad sign or signal on or in view of any street or highway.
- Any sign attached to live landscape plants.
- Any streamers, fin signs, balloons, inflatable devices, or other similar devices.

If the placement of a Temporary Sign on Vacant County-owned Property causes damage to the Property, the registered owner of the sign may be billed by the County for the cost of repairs.

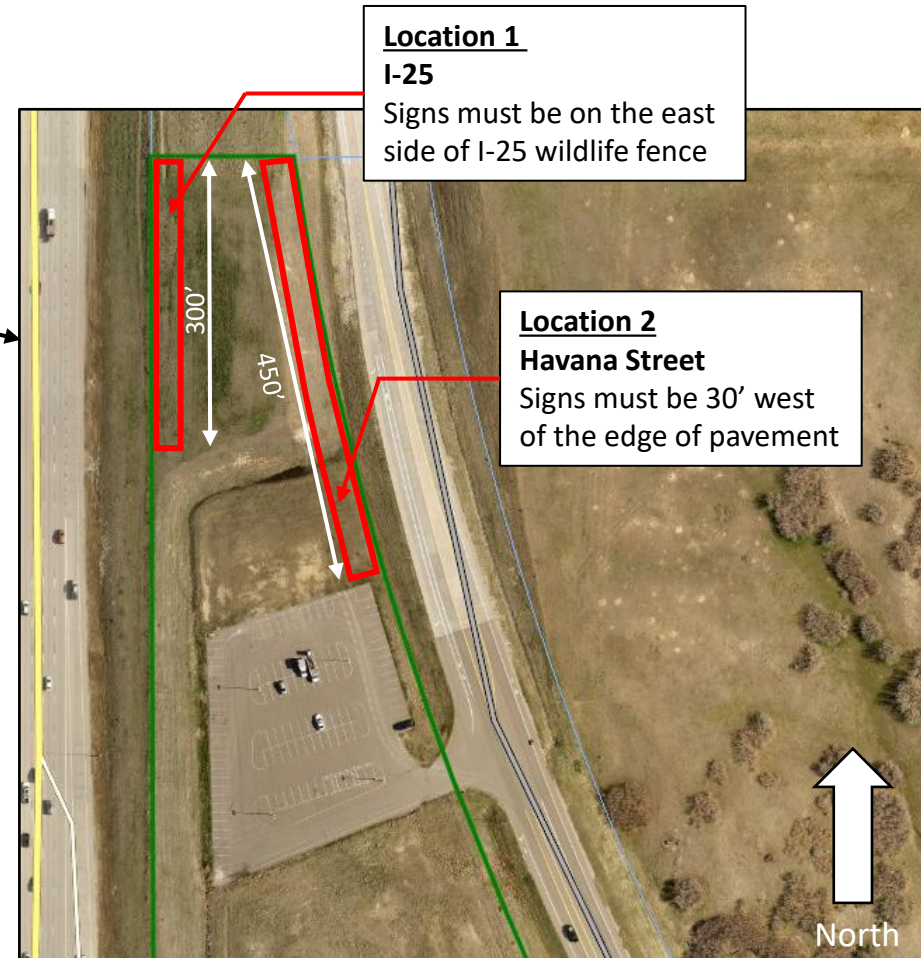
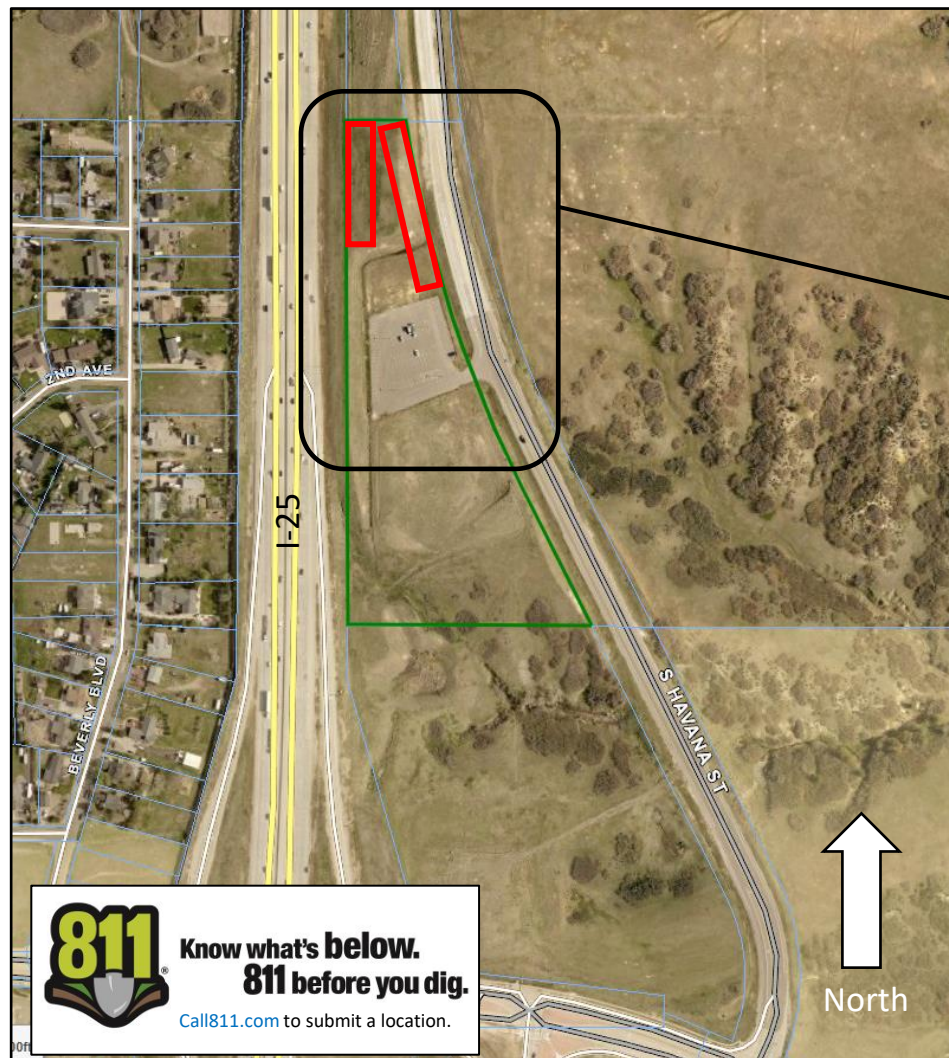
Definitions:

Vacant County-owned Property: Property owned in fee simple by Douglas County that does not have in or upon it any buildings, roads, parks, trails, trailheads, stormwater management facilities, or other improvements or uses. Does not include public rights-of-way. Does not include property leased by Douglas County, easements owned by Douglas County, or other property interests that are not fee simple in nature.

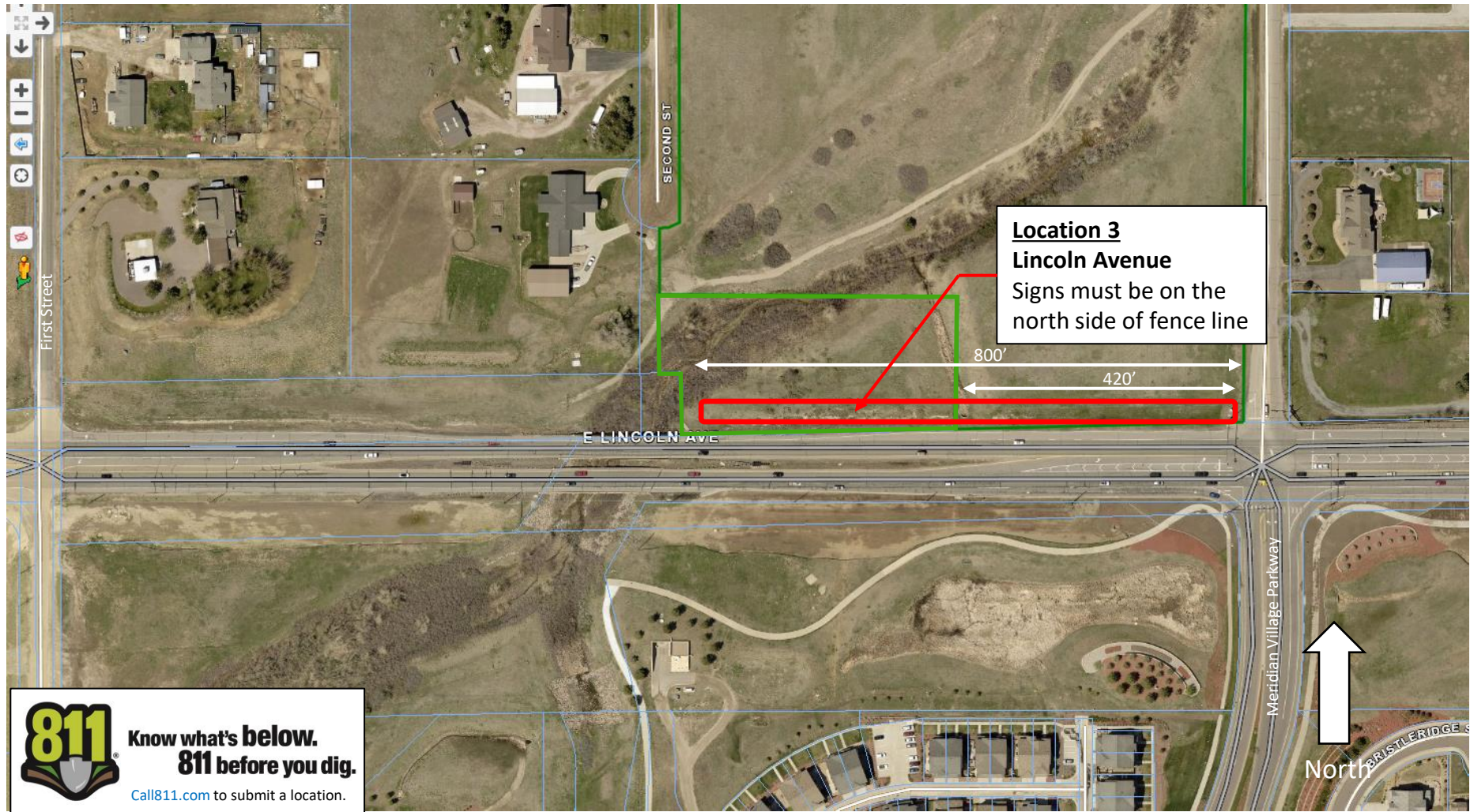
Property Manager: As related to Vacant County-owned Property managed by the Division of Parks, Trails, and Building Grounds, the Director of Community Development, or the Director's designees. As related to Vacant County-owned Property managed by the Department of Public Works, the Department's Director, or the Director's designees. As related to Vacant County-owned Property managed by the Facilities, Fleet, and Emergency Support Services Department, the Department's Director, or the Director's designees. As related to County-owned Property managed by the Division of Open Space and Natural Resources, the Division's Director, or the Director's designees. As related to any other Vacant County-owned Property, the County Manager, or the County Manager's designees.

Temporary Sign: Any sign generally intended and designed for installation in a simple and non-permanent manner and constructed of cloth, canvas, fabric, metal, plywood, or other material and intended to be displayed for a limited period of time.

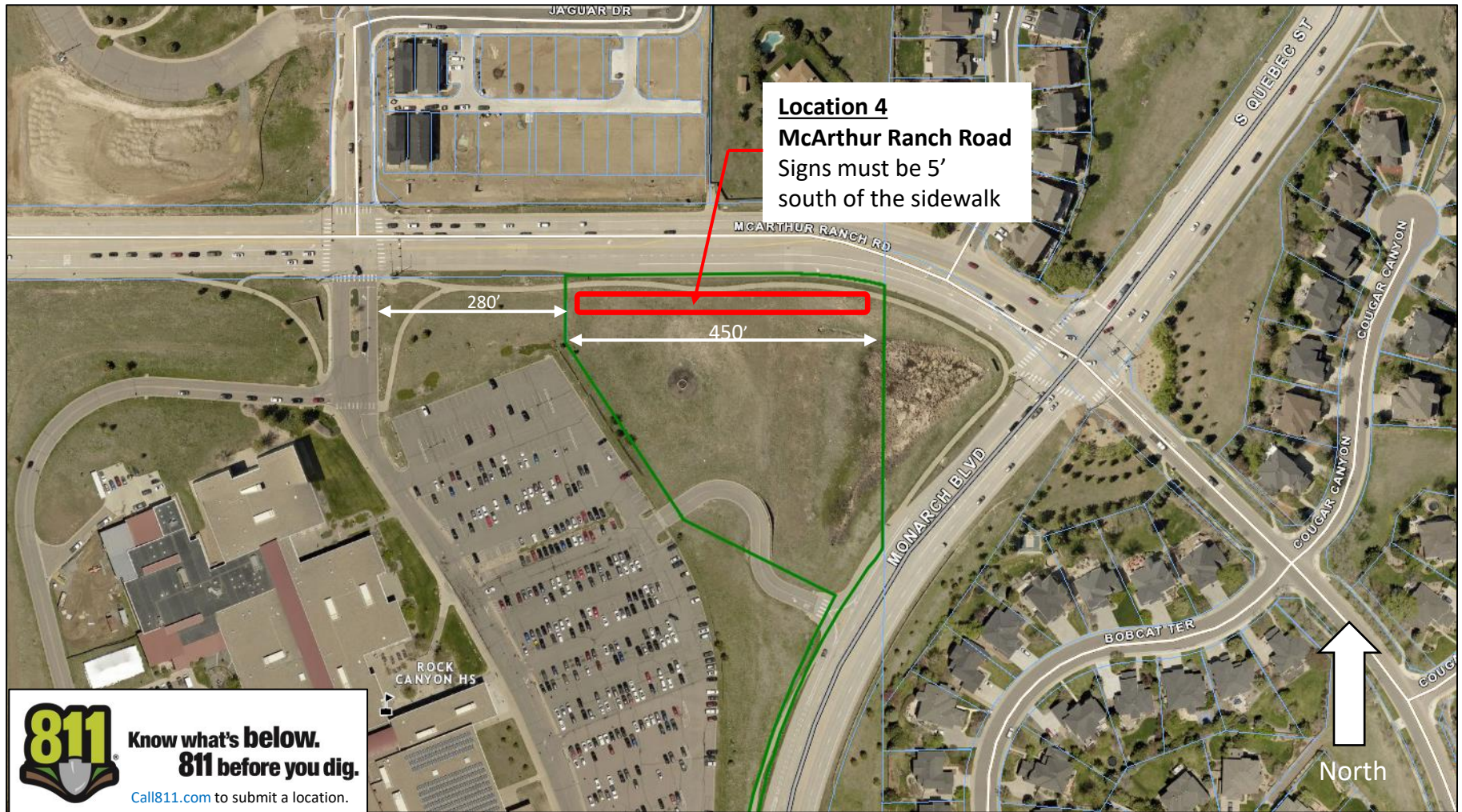
Temporary Signs				
	Business, Commercial, Industrial, and Sedalia Zone Districts	Multi-family, Suburban, Estate, and Rural Residential Zone Districts	Agricultural One and Large Rural Residential Zone Districts, on parcels less than 9 acres	Agricultural One and Large Rural Residential Zone Districts, on parcels of 9 acres or more
January 1 through August 31	Sign of up to 200 square feet in area: <ul style="list-style-type: none">One per street frontage.Not more than 100 square feet per sign face.	Sign of up to 64 square feet in area: <ul style="list-style-type: none">Two (2) per lot.Not more than 32 square feet per sign face.	Sign of up to 64 square feet in area: <ul style="list-style-type: none">Two (2) per lot.Not more than 32 square feet per sign face.	Sign of up to 100 square feet in area: <ul style="list-style-type: none">Two (2) per lot.Not more than 50 square feet per sign face.
		Sign of up to 6 square feet in area: <ul style="list-style-type: none">Two (2) per lot.	Sign of up to 6 square feet in area: <ul style="list-style-type: none">Two (2) per lot.	Sign of up to 6 square feet in area: <ul style="list-style-type: none">Three (3) per lot.
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November 16 through December 31	Sign of up to 200 square feet in area: <ul style="list-style-type: none">One per street frontage.Not more than 100 square feet per sign face.	Sign of up to 64 square feet in area: <ul style="list-style-type: none">Two (2) per lot.Not more than 32 square feet per sign face.	Sign of up to 64 square feet in area: <ul style="list-style-type: none">Two (2) per lot.Not more than 32 square feet per sign face.	Sign of up to 100 square feet in area: <ul style="list-style-type: none">Two (2) per lot.Not more than 50 square feet per sign face.
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Information sourced from Douglas County Zoning Resolution, Sections 2902, 2912, and 3602.				



 Temporary Sign Locations



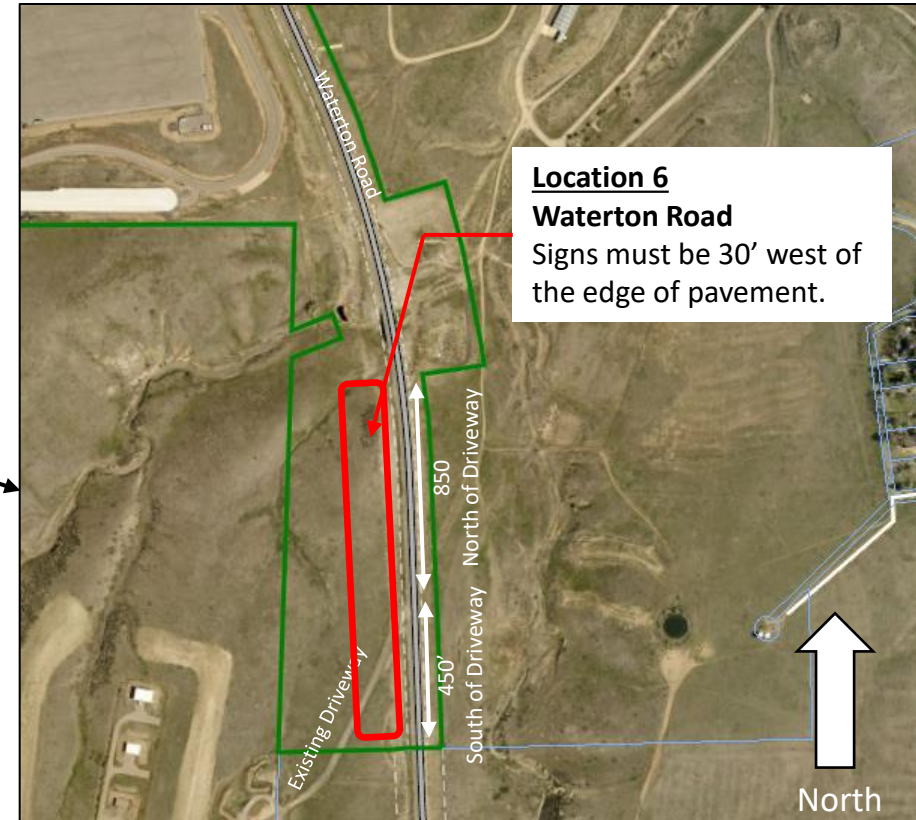
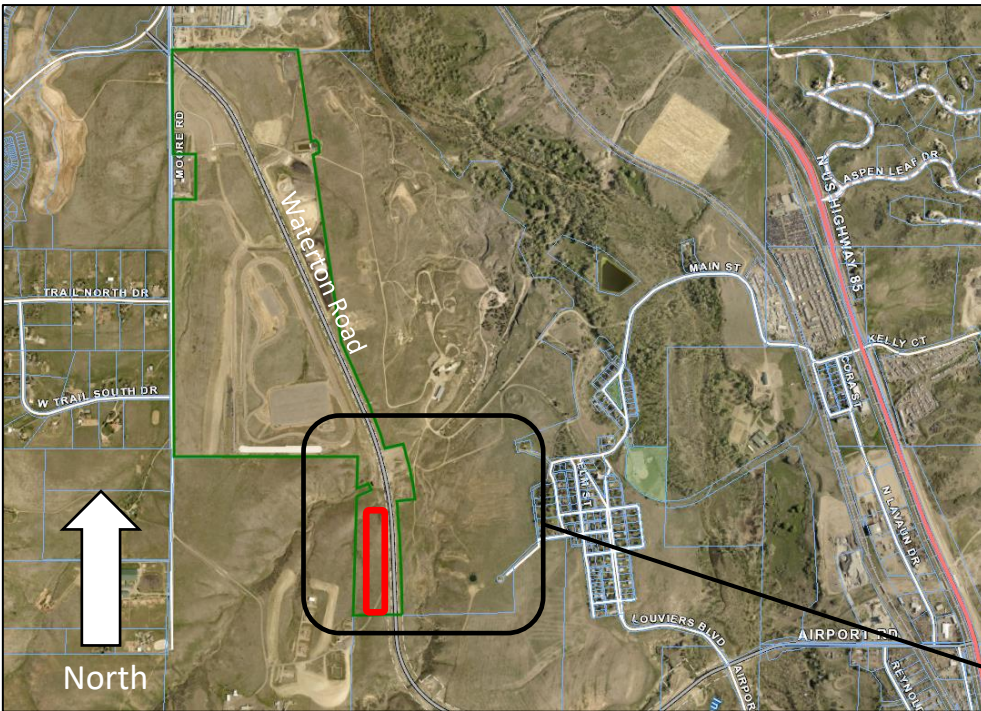
 Temporary Sign Locations



 Temporary Sign Locations



 Temporary Sign Locations



Location 6

Waterton Road

Signs must be 30' west of the edge of pavement.



**Know what's below.
811 before you dig.**

Call 811.com to submit a location.

 Temporary Sign Locations