

## General Info At a Glance

*Temporary Signs—are designed or intended to be used for a short period of time. Examples include:*

- *Giving Public Notice (Non-commercial)—Are permitted for a period not to exceed 20 days. These signs cannot be attached to fences, trees, utility poles or obstruct visibility.*
- *Real Estate Signs—May be erected upon the building or premises being sold. Two signs may be used depending upon the location relative to the main roadway. Unless otherwise prohibited, one generic off-premise sign (not identifying company) may be placed at the entrance of a dead-end or cul-de-sac; or one temporary “Open House” sign identifying the company may be used.*
- *Temporary Development or Construction Sign—Limited to general identification of the project may be erected on the site but must be removed within 30 -days of completion of the project.*
- *Temporary Business Signs—May be used for special occasions or events, no more than 4-times in a calendar year (a separate permit must be obtained for each occurrence).*
- *Off -Premises Farm Stand Signs—To the extent allowed by the State, a grower who sells fresh fruits, vegetables or other agricultural crops on the same premises where such crops are grown may install a maximum of four (4) Off-Premises Farm Stand Signs for the purpose of directing motorists to the location where the crops are grown and offered for sale.*
- *For More Details, Specific Sign Information and Permit Info—Please contact our Code Enforcement Officers by calling (207) 730-4040.*

## Web Site Links:

Town of Scarborough Web Site  
[www.scarborough.me.us](http://www.scarborough.me.us)

Web Address For All Town Ordinances  
[www.scarborough.me.us/townhall/manager/ordinances.html](http://www.scarborough.me.us/townhall/manager/ordinances.html)

Web Address for Zoning Ordinance (See Section XII—Sign Regulations)  
[www.scarborough.me.us/townhall/manager/documents/zoningordinance.pdf](http://www.scarborough.me.us/townhall/manager/documents/zoningordinance.pdf)

Web Address for Zoning Map  
[www.scarborough.me.us/townhall/manager/pub\\_info/zonemap11022005.pdf](http://www.scarborough.me.us/townhall/manager/pub_info/zonemap11022005.pdf)

Web Address for Flood Plain Management  
[www.scarborough.me.us/townhall/manager/documents/floodplain.pdf](http://www.scarborough.me.us/townhall/manager/documents/floodplain.pdf)

Web Address for Site Plan Review  
[www.scarborough.me.us/townhall/manager/documents/siteplan.pdf](http://www.scarborough.me.us/townhall/manager/documents/siteplan.pdf)

Web Address for Design Standards  
[www.scarborough.me.us/townhall/planning/pb/spguidelines.html](http://www.scarborough.me.us/townhall/planning/pb/spguidelines.html)

Web Address for Shoreland Zoning  
[www.scarborough.me.us/townhall/manager/documents/shoreland.pdf](http://www.scarborough.me.us/townhall/manager/documents/shoreland.pdf)

Web Address for Subdivision Review  
[www.scarborough.me.us/townhall/manager/documents/subdivision.pdf](http://www.scarborough.me.us/townhall/manager/documents/subdivision.pdf)

## TOWN OF SCARBOROUGH

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259 US Route One  
Scarborough, ME 04070-0360  
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Phone: (207) 730-4040  
Fax: (207) 730-4046

Town of Scarborough

## Department of Planning

- Sign Guidelines



TOWN OF SCARBOROUGH

Telephone Numbers: (207) 730-4040  
Fax Number: (207) 730-4046

## Department of Planning - Sign Info

The purpose of regulating signs in Scarborough is to promote and protect the public health, welfare and safety of our Community by regulating existing and proposed signs of all types; to protect your property value while enhancing and protecting the physical appearance of our community, preserving the scenic and natural beauty and providing a more enjoyable and pleasing community; to reduce sign or advertising distractions and obstructions that may contribute to traffic accidents, reduce hazards that may be caused by signs overhanging or projecting over public right of way, provide more open space and curb the deterioration of natural beauty and community environment.

Before any new sign is erected or existing sign is moved or altered, an application accompanied by the appropriate fee must be submitted to Code Enforcement and a permit issued to the applicant by the Department. The following Table is Subsection E from Section XII of the Zoning Ordinance. Please refer to the complete Zoning Ordinance and this Section for more detailed information on all sign regulations. For questions or additional information please contact the Department Staff listed below.

### Department Staff Members

#### Planning Staff - (207) 730-4040

Town Planner: Dan Bacon

Assistant Town Planner: Jay Chace

Town Engineer: Jim Wendel, P.E.

#### Code Enforcement Officers - (207) 730-4040

Chief CEO: Dave Grysk

CEO – Tom Reinsborough

CEO – Jon Reed

#### Support Staff - (207) 730-4040

Carole Logan

Robin Dahms

Department's Fax Number (207) 730-4046

MAXIMUM SIGN SIZES – Freestanding (FS) /Wall-Mounted (W)											
TYPE OF SIGN	REF.	MAX. DIM.	RF R4A RFM	RPO	R2, R3	R4	B1	B2, Ind.	BH	TVC	
Temp. notices: FS/W	B,C	Gross Area		12 sf				16 sf			
Temp. real estate: FS	B,C	Gross Area	9 sf	16 sf	9 sf	16 sf	32 sf				
Temp. real estate: W	B,C	Gross Area	9 sf	16 sf	9 sf	16 sf	16 sf	16 sf <sup>7</sup>	16 sf <sup>7</sup>	16 sf	
Temp. construct.: FS	B,C	Gross Area	16 sf								
Temp. construct.: W	B,C	Gross Area	16 sf				32 sf				
Campus directory	K.	Gross Area						75 sf		75 sf	
		Height						10'		10'	
Campus: primary directional	K.	Gross Area						45 sf		45 sf	
		Height						9'		9'	
Campus: secondary directional	K.	Gross Area						16 sf		16 sf	
		Height						8'		8'	
Campus: pedestrian directional	K.	Gross Area						8 sf		8 sf	
		Height						8'		8'	
Advertising:	B	Gross Area: FS	32 sf	32 sf	32sf	32 sf	100 sf				
	G.2	Length FS	16'	16'	16'	16'	16'	16'	16'	16'	
	G.1	Height FS					16'	16'	16'	16'	
Advertising: Wall Signs	G.2	Gross Area/bldg. face: Wall <sup>7</sup>	50sf	50sf	16sf	16sf	100 sf				
		Combined Gross Area Corner Lots <sup>5</sup>					150 sf				
Business Directories	J.3	Gross Area					150 sf				
Home occupation	C.1	Gross Area <sup>9</sup>	6 sf								
Off-premise directional	I.1, I.2	Gross Area					Not to exceed State standards or ≤ 16" x 72"				
Readerboards <sup>4</sup>	C	Gross Area	10 sf				25sf	25sf	25sf	25sf	
Bulletin board	C,D	Gross Area	24 sf								
Directional signs at drive-ways	C.9	Gross Area	3 sf								
		Height	7'								
Doorway identification	C.10	Gross Area	10% of doorway or opening								
Identification: church, housing dev's. <sup>1</sup>	C.15	Gross Area	20 sf								
Identification: com. subdivisions <sup>1</sup>	C.15	Gross Area	32 sf								
'Open' flag <sup>2</sup>	C.19	Gross Area	24 sf								
<b>Notes</b>			<ol style="list-style-type: none"> <li>Identification signs do not count toward maximum number of signs on a lot, or for applying requirements for separation of signs.</li> <li>'Open' flags do not count toward maximum number of signs on a lot.</li> <li>Area of readerboard included in maximum sign area.</li> <li>Gross sign area may be divided between principal and secondary sign; principal sign shall not exceed 100 sf.</li> <li>On-premise temporary real estate signs for commercial or industrial properties may be 32 sf.</li> <li>Total Gross Area of all wall signs shall not exceed 10% of the wall area on which they are located.</li> <li>Maximum height is 10' above the elevation of the centerline of the adjacent road.</li> <li>Wall signs for home occupations not allowed in B2, BH, Ind, TVC, B1, or HP.</li> <li>See Section L.3 for dimensional requirements for HP.</li> </ol>								