



Permanent Sign Fact Sheet

Is a zoning permit required for a permanent sign?

Yes, a zoning permit is required for all permanent signs in all zoning districts. A zoning permit is also required when changes are being proposed to existing permanent signs, including sign face replacement. If the existing sign is not in compliance with current regulations, then you will be asked to bring the sign into compliance before making any changes. Zoning permits are issued by Howland Township.

What are the permanent sign guidelines?

There are two types of permanent signs permitted in the Township: ground-mounted and wall signs. The maximum size of a permanent sign depends on your property's zoning and the number of businesses it contains. Please call the Zoning Department to find out your zoning district.

Internal Lighting of Signs

Internally lighted signs shall consist of light lettering or symbols on a dark or opaque background.

Is Landscaping Required?

Yes, Landscaping is required for new freestanding signs. The following landscaping elements, at a minimum, shall be installed and maintained at the base of every permanent freestanding sign:

- A ground area adjacent to the base of the sign, equal to at least the sign area, shall be covered with mulch or groundcover plants (such as ivy, pachysandra, or the like).
- At least one (1) deciduous shrub and one (1) evergreen shrub shall be installed, in the adjacent ground area, for each ten (10) square feet of sign area. Shrubs shall be selected which have a mature height of not less than two (2) feet.

What types of permanent signs are prohibited?

Signs that employ parts or elements that revolve, rotate, whirl, spin, or otherwise make use of motion to attract attention are prohibited. Roof-mounted signs, festoons, pennants, posters, ribbons, streamers, spinners, and lighted signs are all prohibited. Additionally, temporary signs cannot be posted on telephone or traffic poles, nor can they be placed in a location that may obstruct the sight path of any motorist.

Setback, height, and size requirements

District	Lot Frontage (Ft.)	Minimum Front Setback (Ft.)	Minimum Side Setback (Ft.)	Maximum Sign Height (Ft.)	Maximum Sign Face Per Side (Sq. ft.)
CRDOI & CRD1					
Low Profile Signs	0 to 100	10	10	8	30
	101 to 150				60
	Over 150				90
CRD2					
Low Profile Signs	0 to 100	10	10	8	50
	101 to 150				100
	Over 150				140
C					
1 Business		10	10	15	50
2-6 Businesses				18	110
7-10 Businesses				20	150
I					
Low Profile Signs	0 to 100	10	10	8	30
	101 to 150				60
	Over 150				90
NOTE: For Low Profile Signs, lowest part of Sign Face must be installed not more than two (2) feet above grade.					

For a complete listing of sign regulations, please visit our online zoning resolution located at <http://www.howlandtownship.org/zoning-resolution>

Where can I get a zoning permit application? The application portal can be accessed at <https://howland.portal.iworq.net/portalhome/howland>

Electronic Message Center Signs are now permitted that meet the zoning resolution requirements. Please contact the zoning office for further information on how to obtain a permit.

CONTACT INFORMATION:
 Howland Township Zoning Department
 205 Niles-Cortland Road
 Warren, Ohio 44484
 (330) 856-5223
 Email Zoning@howlandtownship.org
 Monday – Friday 8:30 AM to 4:30 PM