



Memo

To: Planning and Zoning Commissioners
From: Andy Kass, AICP – Community Development Director
Date: June 6, 2025
Re: Proposed Amendment to Chapter 167 – Sign Ordinance
Attach: Proposed Ordinance

BACKGROUND

Chapter 167 of the Waukeee Municipal Code contains the provisions that regulate signage within the City of Waukeee. Chapter 167 allows for different types of monument signs including individual site signs, multiple-tenant monument signs, residential association monument signs, and commercial and industrial association monument signs.

PROPOSED ORDINANCE

The proposed Ordinance amends the requirements for Commercial and Industrial Association Monument Signs. The proposed amendment would permit limited signage of tenants within the development to have signage on an association sign. The amendment limits the amount of tenant signage of the overall permitted square footage to no more than 70% of the allotted 60 square feet. In addition, the signs will be required to be owned and maintained by the association on property that is either within an outlot or within an easement within the same development that the sign is providing identification for.

STAFF RECOMMENDATION

Staff would request your consideration for the proposed ordinance.