

The City of Sugar Land has guidelines regarding political signs on private property and at City owned polling locations. These guidelines are outlined below in Resolution 17-07, as amended, as well as in the provided portions of the City of Sugar Land Development Code. Should you have any questions regarding the information, please contact Code Enforcement at 281-275-2710.

111 Gillingham Lane PO Box 110 Sugar Land TX 77487-0110 PH 281-275-2170 FX 281-275-2360

City of Sugar Land Development Code Chapter 4

Sec. 4-4. - Exemptions.

This Chapter does not apply to the following types of Signs, which may be erected or constructed without a permit:

- 13. *Political signs*. Signs that contain primarily a political message and that are located on private real property with the consent of the property owner. For purposes of this exemption:
 - a. A political sign may not:
 - 1) Have an Effective Area greater than 36 square feet;
 - 2) Be more than 8 feet high;
 - 3) Be Illuminated or Electronic; or
 - 4) Have any moving element.
 - b. "Private real property" does not include real property subject to an easement or other encumbrance that allows the City to use the property for a public purpose.
 - c. "Effective area" means the surface area of a sign face or panel, but does not include the supporting structure of a sign.

Sec. 4-27. - Stake Signs.

B. Stake Signs.

- 1. Size. A Stake Sign may not have an Effective Area in excess of 9 square feet or a Height in excess of 4 feet.
- 2. Location. A Stake Sign may not be located within the Right-of-Way of a public Street or within a railroad Right-of-Way.
- 3. *Materials*. Stake Signs may include materials such as wood or metal stakes with a wood, plastic or metal Sign Face.
- 4. Number. No more than 2 Stake Signs are permitted on a nonresidential property at any time. Stake Signs may not be located within 25 feet of another Sign on the same Premises or on an adjacent Premises. However, every property is permitted at least 1 Stake Sign.
- 5. Permit. A Sign permit is not required for the placement or use of a Stake Sign. A Stake Sign that advertises a particular event or happening must be removed within 3 days after the conclusion of the event by the owner of the Premises on which it is located.

111 Gillingham Lane PO Box 110 Sugar Land TX 77487-0110 PH 281-275-2170 FX 281-275-2360

POLICY NUMBER 3000-23

Date adopted: <u>02-03-09</u>
Date Effective: <u>02-03-09</u>

Amended: 03-21-17

RESOLUTION NO. 17-07

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUGAR LAND, TEXAS, REVISING AND READOPTING THE CITY COUNCIL POLICY RELATING TO STAKE SIGNS ON CITY PROPERTY USED AS POLLING PLACES.

WHEREAS, the City Council adopted Resolution 09-04 relating to stake signs on city property used as polling places; and

WHEREAS, the City Council adopted Resolutions 15-11 and 15-35 amending Resolution 09-04; and

WHEREAS, the City Council would like to amend Resolutions 09-04, 15-11 and 15-35 by revising the approved signage areas for City Hall and updating the section references in the Development Code; and

WHEREAS, the City Council would like to readopt the City Council Policy Relating to Stake Signs on City Property used as Polling Places as one resolution setting out all of the above amendments; NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SUGAR LAND, TEXAS:

Section 1. That the facts and recitations set forth in this Resolution are declared true and correct.

Section 2. That the City Council adopts the following policy:

CITY COUNCIL POLICY

STAKE SIGNS AT POLLING PLACES LOCATED ON CITY PROPERTY

PURPOSE

To provide a policy for the placement of stake signs at polling locations located on City property.

POLICY

- 1. City Property Used for Voting. Stake signs may be placed on City properties specified in this Policy that are used as polling places for an election called by a political subdivision if the stake signs:
 - (a) Are placed in the area or areas designated for that purpose as shown in the attached Exhibits A, B, C, D, E, and F;
 - (b) Comply with Sections 4-27(A) and (B) of the Sugar Land Development Code; and
 - (c) Comply with the State laws regulating polling places.
- 2. Number of Signs. If the election relates to the election of a person for office, up to two stake signs in favor of the election of the candidate are allowed. If the election relates to a proposition to be voted on, up to two stake signs in favor and up to two stake signs in opposition to the proposition are allowed.
- 3. Location Used Only for Early Voting. If the specified City property is used only for early voting, the allowed stake signs may be placed no earlier than twelve hours before the designated time for the opening of the poll on the first day of early voting and must be removed not later than twelve hours after the designated time for closing of the poll on the last day of early voting.
- 4. Locations Used on Election Day Only. If the City property is used only for voting on election day and not for early voting, the allowed stake signs may be placed no earlier than twelve hours before the designated time for the opening of the poll on election day and must be removed not later than twelve hours after the designated time for closing of the poll on election day.
- 5. Locations Used for Early Voting and on Election Day. If the City property is used for both earlier voting and voting on election day, the allowed stake signs may be placed no earlier than twelve hours before the designated time for the opening of the poll on the first day of early voting and must be removed not later than twelve hours after the designated time for closing of the poll on election day.

Section 3. That Resolutions 09-04, 15-11 and 15-35 are repealed.

APPROVED on March 21

Joe R. Zimmerman, Mayor

ATTEST:

Glenda Gundermann, City Secretary

Miredith Rede

Attachments: Exhibit A - City Hall Signage Areas

Exhibit B - Eldridge Park Signage Areas

Exhibit C - First Colony Athletic Park Signage Areas

Exhibit D - Lost Creek Park Signage Areas

Exhibit E - Imperial Park Recreation Center Signage Areas

Exhibit F - Houston Museum of Natural Science at Sugar Land Signage Areas

Exhibit A

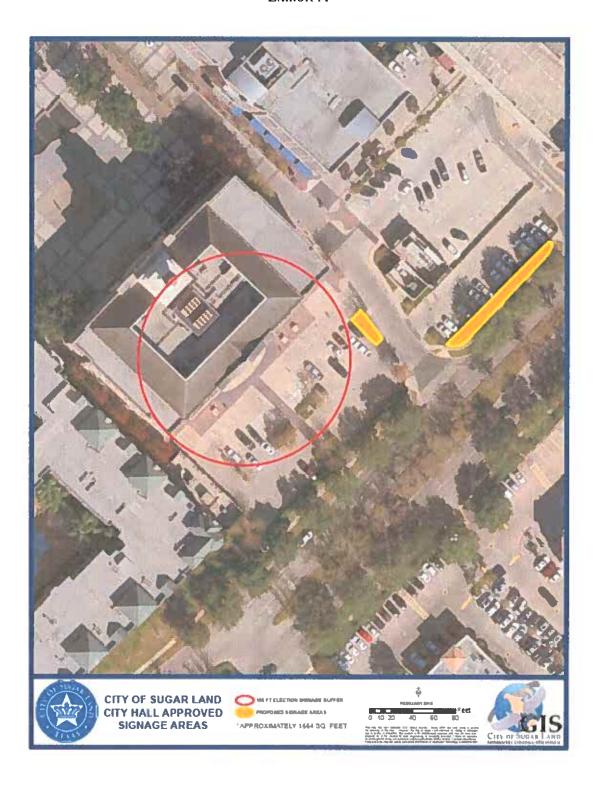
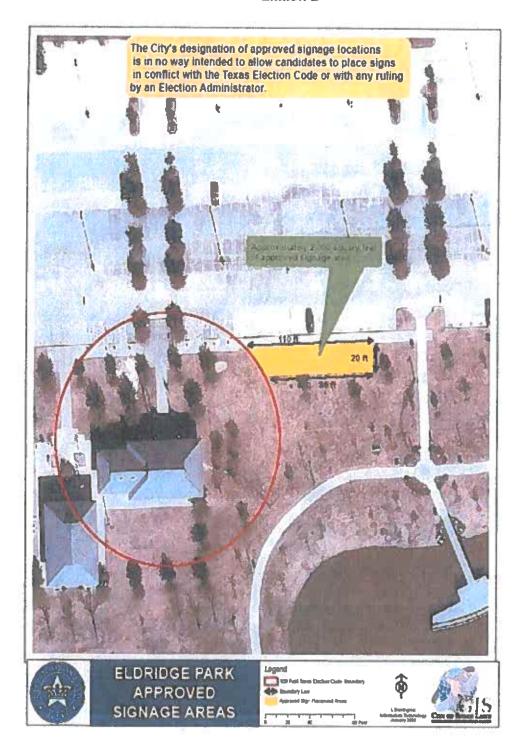


Exhibit B



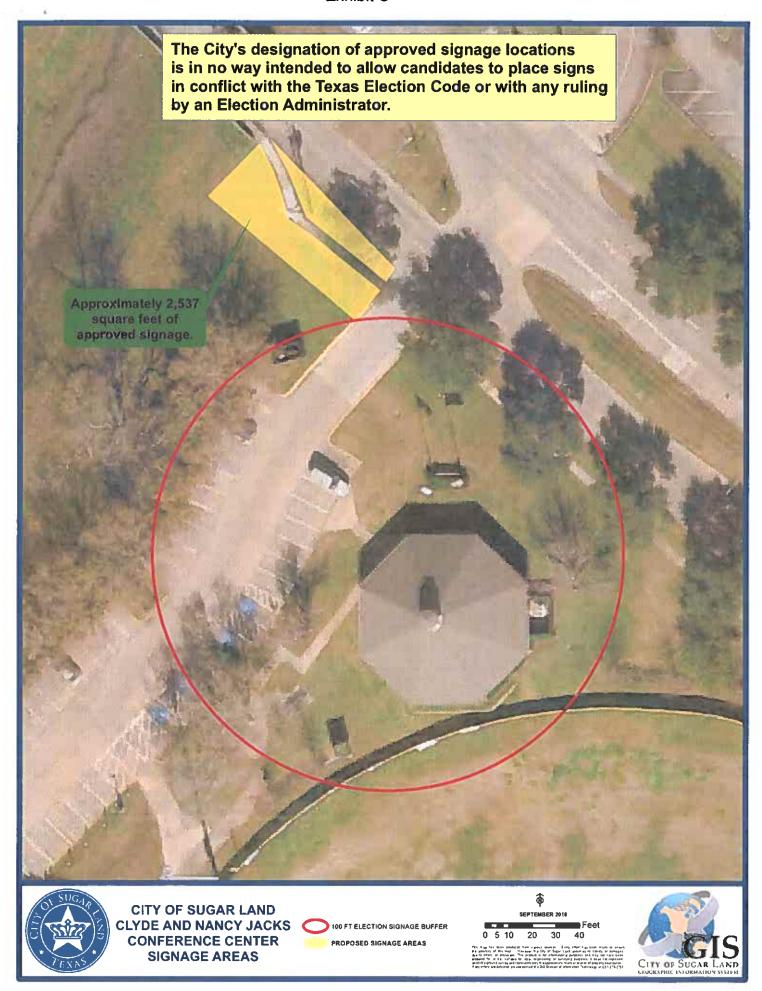
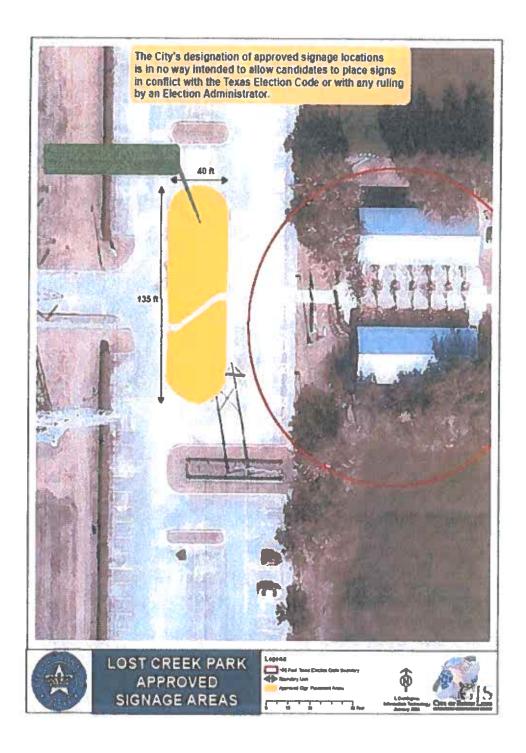
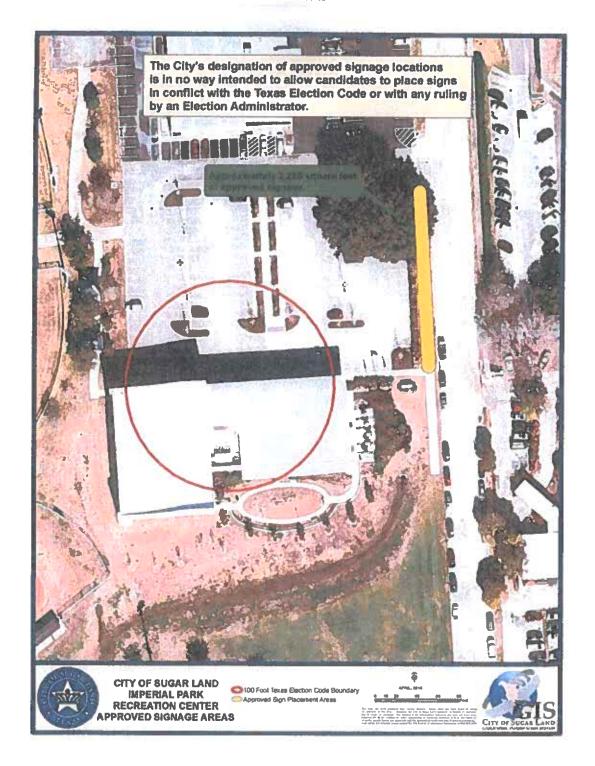


Exhibit D





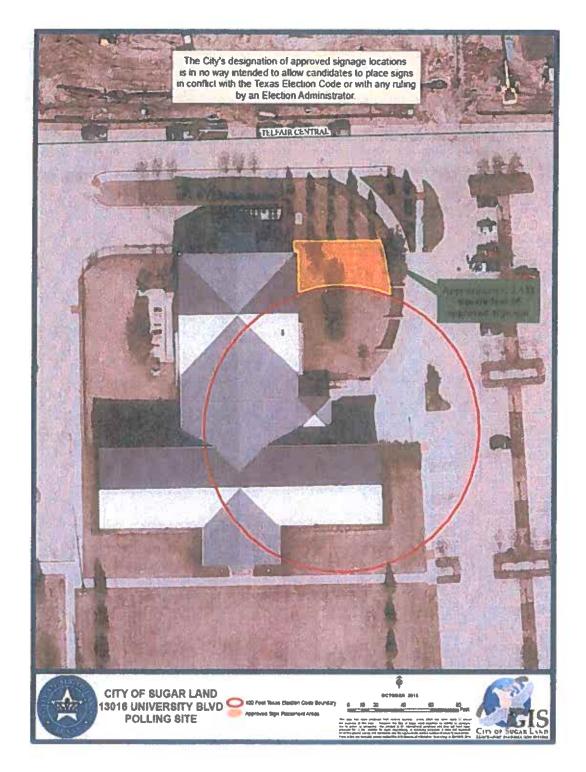
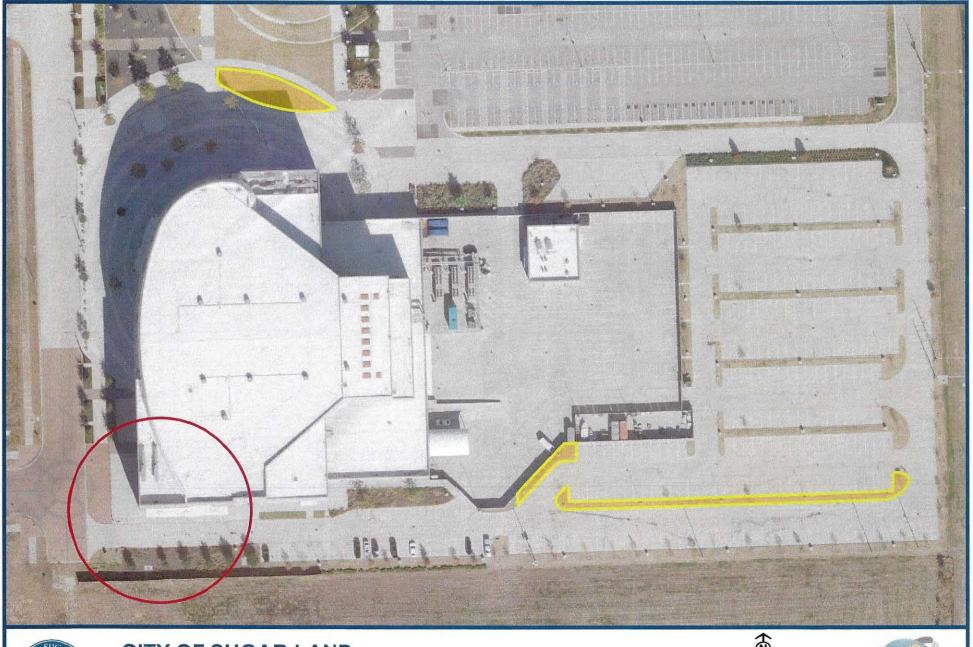
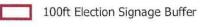




Exhibit H



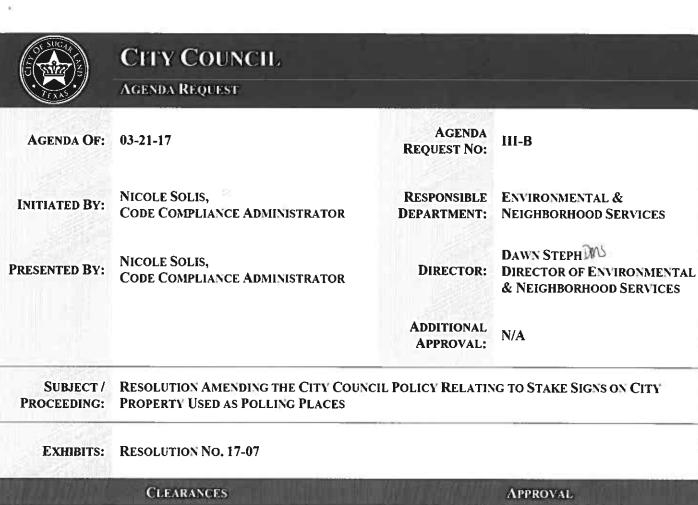




Signage Area | Approx. 7,642 Sq. Ft







| CLEARANCES | | | Approval | |
|-------------|----------------------------------|----------------------------|-------------------|--|
| LEGAL: | MEREDITH RIEDE, CITY ATTORNEY | EXECUTIVE DIRECTOR: | N/A | |
| Purchasing: | N/A | Assistant City Manager: | MIKE GOODRUM MW G | |
| BUDGET: | N/A | Assistant City Manager: | N/A | |
| | | CITY MANAGER: | ALLEN BOGARD QB | |

BUDGET

EXPENDITURE REQUIRED: \$ N/A

CURRENT BUDGET: \$ N/A

ADDITIONAL FUNDING: \$ N/A

RECOMMENDED ACTION

Approval of Resolution No. 17-07.

EXECUTIVE SUMMARY

In February 2009, the City Council adopted Resolution No. 09-04 which establishes regulations regarding signage at City-owned polling places. The Resolution sets timeframes and placement requirements for signage to be used during Early and/or Election Day Voting. It also includes exhibits of the approved signage areas at City Hall, Eldridge Park, Lost Creek Park, First Colony Athletic Park and the T.E. Harman Center (previously the Sugar Land Community Center).

In April 2015, the City Council adopted Resolution No. 15-11 to reflect the change in polling locations from the T.E. Harman Center to the Imperial Recreation Center. The Resolution included a map showing the placement requirements for the Recreation Center.

In October 2015, the City Council adopted Resolution No. 15-35 to include an Exhibit Map for the new polling location at the Houston Museum of Natural Science in Sugar Land.

At this time, modifications are being proposed to update the policy requirements to reflect current codes and property conditions. Due to the widening of the sidewalk along Town Center Boulevard North, the current Exhibit A (City Hall) does not accurately reflect the available space for sign placement. The proposed map has been modified to include new areas in which signage may be placed to offset the area lost through the course of the construction project. Also, following the most recent changes to the Development Code, the code references for stake signage need to be updated.

The Neighborhood & Environmental Services Department recommends approval of Resolution No. 17-07.

EXHIBITS

POLICY NUMBER 3000-23

Date adopted: <u>03-21-17</u> Date Effective: <u>03-21-17</u>

Amended: 03-06-18

RESOLUTION NO. 18-06

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUGAR LAND, TEXAS, AMENDING THE CITY COUNCIL POLICY RELATING TO STAKE SIGNS ON CITY PROPERTY USED AS POLLING PLACES.

WHEREAS, the City Council adopted Resolution 17-07 relating to stake signs on city property used as polling places; and

WHEREAS, the City Council would like to amend that Resolution to revise the approved signage areas for City Hall; NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SUGAR LAND, TEXAS:

Section 1. That the facts and recitations set forth in this Resolution are declared true and correct.

Section 2. That Resolution 17-07 is amended by deleting Exhibit A (City Hall Signage Areas) and replacing it with the revised Exhibit A (City Hall Signage Areas) attached to this Resolution.

APPROVED on March 6

Joe R. Zimmerman, Mayor

ATTEST:

Gienda Gundermann, City Secretary

APPROVED AS TO FORM:

DAm Shu Snich

Attachment: Exhibit A = City Hall Signage Areas



City Council Agenda Request MARCH 6, 2018

AGENDA REQUEST NO: V.B.

AGENDA OF: City Council Meeting

INITIATED BY: Nicole Solis, Assistant Director of Environmental & Neighborhood Services

PRESENTED BY: Ornita Green, Code Compliance Manager

RESPONSIBLE DEPARTMENT: Environmental and Neighborhood Services

AGENDA CAPTION:

Consideration of and action on <u>CITY OF SUGAR LAND RESOLUTION NO. 18-06</u> A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUGAR LAND, TEXAS, AMENDING THE CITY COUNCIL POLICY RELATING TO STAKE SIGNS ON CITY PROPERTY USED AS POLLING PLACES.

RECOMMENDED ACTION:

Approval of Resolution 18-06 to revise the signage map exhibit for City Hall.

EXECUTIVE SUMMARY:

In March 2017, the City Council adopted Resolution No. 17-07, which establishes regulations regarding signage at City-owned polling places. The Resolution sets timeframes, limits on the size and number of signs, and designates areas for the placement of signs. The Resolution also contains map exhibits of the approved signage areas at City Hall, Eldridge Park, Lost Creek Park, First Colony Athletic Park, Imperial Park Recreation Center, and the Museum.

Since Resolution 17-07 was approved, landscaping and trail improvements have been installed as part of the Town Center Pedestrian Improvement project. The improvements are in a portion of the designated signage area at City Hall, thus reducing the area available for signage placement. At this time, the sole proposed modification is an update to the City Hall map exhibit to reflect the current property conditions.

Staff recommends approval of Resolution No. 18-06 to revise the signage map exhibit for City Hall.

BUDGET

EXPENDITURE REQUIRED: N/A

CURRENT BUDGET: N/A

ADDITIONAL FUNDING: N/A

FUNDING SOURCE:N/A

ATTACHMENTS:

Description

Resolution 18-06

Type

Contracts

RESOLUTION 18 - 32

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUGAR LAND, TEXAS AMENDING RESOLUTION 17-07, THE CITY COUNCIL POLICY RELATING TO STAKE SIGNS ON CITY PROPERTY USED AS POLLING PLACES.

WHEREAS, on March 21, 2017, City Council approved Resolution 17-07 adopting a City Council policy related to stake signs on city property used as polling places; and

WHEREAS, on June 5, 2018 the City Council approved Resolution 18-22 naming the building currently referred to as the First Colony Conference Center as the Clyde and Nancy Jacks Conference Center; and

WHEREAS, City Council would like to amend Exhibit C of Resolution 17-07 to reflect the change in name; NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SUGAR LAND, TEXAS:

Section 1. That the facts and recitations set forth in this resolution are declared true and correct.

Section 2. That exhibit C of Resolution 17-07 is amended by revising the name of the polling location to the Clyde and Nancy Jacks Conference Center.

APPROVED on October 16, 2018

Joe R. Zimmerman, Mayor

APPROVED AS TO FORM:

Muledith Ruch

Attachments: Exhibit C - Clyde and Nancy Jacks Conference Center Signage Areas



City Council Agenda Request OCTOBER 16, 2018

AGENDA REQUEST NO: IV.A.

AGENDA OF: City Council Meeting

INITIATED BY: Nicole Solis, Assistant Director of Environmental and Neighborhood Services

PRESENTED BY: Ornita Green, Code Compliance Manager

RESPONSIBLE DEPARTMENT: Environmental and Neighborhood Services

AGENDA CAPTION:

Consideration of and action on <u>CITY OF SUGAR LAND RESOLUTION NO. 18-32</u>: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUGAR LAND, TEXAS AMENDING RESOLUTION 17-07, THE CITY COUNCIL POLICY RELATING TO STAKE SIGNS ON CITY PROPERTY USED AS POLLING PLACES.

RECOMMENDED ACTION:

Approval of Resolution 18-32 to revise the City polling location exhibit C to reflect the renaming of the First Colony Athletic Center to the Clyde and Nancy Jacks Conference Center.

EXECUTIVE SUMMARY:

In March 2017, the City Council approved Resolution No. 17-07, which establishes regulations regarding signage at City owned polling locations. The Resolution contains map exhibits of those polling locations which include Exhibit C, the First Colony Athletic Park.

On June 5, 2018, City Council officially renamed the First Colony Athletic Park to the Clyde and Nancy Jacks Conference Center with the approval of Resolution No. 18-22.

Resolution No. 18-32 amends Exhibit C of Resolution 17-07 to reflect the renaming of what was previously the First Colony Athletic Center to the Clyde and Nancy Jacks Conference Center. No other modifications have been made to the regulatory requirements or designated signage areas within the original resolution.

The Environmental and Neighborhood Services Department recommends approval of Resolution No. 18-32.

BUDGET

EXPENDITURE REQUIRED: N/A

CURRENT BUDGET: N/A

ADDITIONAL FUNDING: N/A

FUNDING SOURCE:N/A

ATTACHMENTS:

Description

Resolution 18-32

Exhibit C

Type

Resolutions

Resolutions

RESOLUTION NO. 19 - 13

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUGAR LAND, TEXAS, AMENDING CITY COUNCIL POLICY RELATING TO STAKE SIGNS ON CITY PROPERTY USED AS POLLING PLACES.

Whereas, the City Council adopted Resolution 17-07 relating to stake signs on city property used as polling places; and

Whereas, the City Council would like to amend that Resolution to add approved signage areas for Fire Station number 7; NOW THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SUGAR LAND, TEXAS:

Section 1. That the facts and recitations set forth in this Resolution are declared true and correct.

Section 2. That Resolution 17-07 is amended by revising 1. (a) to read as follows:

(a) Are placed in the area or areas designated for that purpose as shown in the attached in Exhibits, A, B, C, D, E, F, and G;

Section 3. That Resolution 17-07 is amended by adding a new Exhibit G (Fire Station No. 7 Signage Areas) attached to this Resolution.

APPROVED on April 23, 2019

Joe R. Zimmerman, Mayor

ATTEST:

APPROVED AS TO FORM: MWWdGH Riede

Attachment:

Exhibit G – Fire Station No. 7 Signage Areas



City Council Agenda Request

AGENDA REQUEST NO: III.A.

AGENDA OF: City Council Meeting

INITIATED BY: Nicole Solis, Assistant Director of Environmental and Neighborhood Services

PRESENTED BY: Ornita Green, Code Compliance Manager

RESPONSIBLE DEPARTMENT: Environmental and Neighborhood Services

AGENDA CAPTION:

Consideration of and action on <u>CITY OF SUGAR LAND RESOLUTION NO. 19-13</u>: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUGAR LAND, TEXAS, AMENDING CITY COUNCIL POLICY RELATING TO STAKE SIGNS ON CITY PROPERTY USED AS POLLING PLACES.

RECOMMENDED ACTION:

Approval of Resolution No. 19-13 to add City polling location Exhibit G, designating the approved signage areas at Fire Station No. 7.

EXECUTIVE SUMMARY:

In March 2017, the City Council adopted Resolution No. 17-07, which established regulations regarding signage at City-owned polling places. The Resolution set time frames, limits on the size and number of signs, and designated areas for the placement of signs. The Resolution contained map exhibits of the approved signage areas at City Hall, Eldridge Park, Lost Creek Park, First Colony Athletic Park, Imperial Park Recreation Center, and the Houston Museum of Natural Science at Sugar Land

In March 2018, the City Council adopted Resolution No. 18-06 to revise the map exhibit for City Hall following landscaping improvements.

In October 2018, the City Council adopted Resolution No. 18-32 to revise Exhibit C to reflect the renaming of the First Colony Athletic Center to the Clyde and Nancy Jacks Conference Center.

Following the recent closure of the Randall's grocery store in New Territory, Fire Station No. 7 was identified as an alternative polling location within the City of Sugar Land. Resolution No. 19-13 amends Resolution No. 17-07 by adding Exhibit G to designate the approved signage areas at Fire Station No. 7.

No other modifications have been made to the regulatory requirements or other designated signage areas.

The Environmental and Neighborhood Services Department recommends the City Council approve Resolution No. 19-13 to add City polling location Exhibit G, designating the approved signage areas at Fire Station No. 7.

BUDGET

EXPENDITURE REQUIRED: N/A

CURRENT BUDGET: N/A

ADDITIONAL FUNDING: N/A

FUNDING SOURCE:N/A

ATTACHMENTS:

Description

D Resolution 19-13

D Fire Station 7 Exhibit G

Туре

Resolutions

Maps

RESOLUTION NO. 20 - 27

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUGAR LAND, TEXAS, AMENDING CITY COUNCIL POLICY RELATING TO STAKE SIGNS ON CITY PROPERTY USED AS POLLING PLACES AND REPEALING RESOLUTION 20-25.

Whereas, the City Council adopted Resolution 17- 07 relating to stake signs on city property used as polling places; and

Whereas, the City Council adopted Resolution 18-32 amending Resolution 17-07 by renaming the First Colony Conference Center the Clyde and Nancy Jacks Conference Center; and

Whereas, the City Council adopted Resolution 19-13 amending Resolution 17-07 by adding approved signage areas for Fire Station 7; and

Whereas, the City Council adopted Resolution 20-25 amending Resolution 17-07 to add approved signage areas for the Smart Financial Centre; and

Whereas, the City Council would like to amend Resolution 17-07 to revise the approved signage areas for the Smart Financial Centre; NOW THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SUGAR LAND, TEXAS:

Section 1. That the facts and recitations set forth in this Resolution are declared true and correct.

Section 2. That Resolution 17-07 is amended by revising I. (a) to read as follows:

a) Are placed in the area or areas designated for that purpose as shown in the attached in Exhibits, A, B, C, D, E, F, G, and H;

Section 3. That Resolution 17- 07 is amended by adding a revised Exhibit H (Smart Financial Centre Signage Areas) attached to this Resolution.

Section 4. That Resolution 20-25 is repealed.

APPROVED on October 20, 2020

Joe R. Zimmerman, Mayor

APPROVED AS TO FORM:

Thomas Harris, III, City Secretary

ATTEST:

Attachment: Exhibit H - Smart Financial Centre approved signage locations



City Council Agenda Request OCTOBER 20, 2020

AGENDA REQUEST NO: IV.B.

AGENDA OF: City Council Meeting

INITIATED BY: Nicole Solis, Assistant Director of Environmental and Neighborhood

Services

PRESENTED BY:

Nicole Solis, Assistant Director of Environmental and Neighborhood Services

RESPONSIBLE DEPARTMENT: Environmental and Neighborhood Services

AGENDA CAPTION:

Consideration of and action on <u>CITY OF SUGAR LAND RESOLUTION NO. 20-27</u>: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUGAR LAND, TEXAS, AMENDING CITY COUNCIL POLICY RELATING TO STAKE SIGNS ON CITY PROPERTY USED AS POLLING PLACES AND REPEALING RESOLUTION 20-25.

RECOMMENDED ACTION:

Approval of Resolution No. 20-27, repealing Resolution No. 20-25 and amending City Council policy related to stake signs on City property used as polling locations by modifying Exhibit H - Smart Financial Centre Signage Areas.

EXECUTIVE SUMMARY:

In March 2017, the City Council adopted Resolution No. 17-07, which established regulations regarding signage at City-owned polling places. The Resolution established time frames for the placement of signage, placed limits on the size and number of signs, and designated areas for the placement of signs. The Resolution included map exhibits of the approved signage areas at City Hall, Eldridge Park, Lost Creek Park, First Colony Athletic Park, Imperial Park Recreation Center, and the Houston Museum of Natural Science at

Sugar Land.

Since that time, additional modifications have been made to address changes in the policy exhibits:

• In March 2018, the City Council adopted Resolution No. 18-06 to revise the map exhibit for City Hall following landscaping improvements;

• In October 2018, the City Council adopted Resolution No. 18-32 to revise Exhibit C to reflect the renaming of the First Colony Athletic Center to the Clyde and Nancy Jacks Conference Center; and

• In April 2019, the City Council adopted Resolution No. 19-13 to add Exhibit G to designate the approved signage areas at Fire Station No. 7.

• On October 6, 2020, City Council passed Resolution No. 20-25 to add Exhibit H to designate approved signage areas for Smart Financial Centre.

In preparing for the commencement of early voting at Smart Financial Centre, the County and Ambassador Group identified the need to modify the original traffic/parking plan. This change shifted the flow of pedestrian traffic through an area in which no space for political signage had previously been identified. Resolution No. 20-27 repeals Resolution No. 20-25 and amends the Smart Financial Centre exhibit to include an approved area for political signage along the path of pedestrian traffic.

No other modifications have been made to the regulatory requirements or other designated signage areas.

The Environmental and Neighborhood Services Department recommends the City Council approve Resolution No. 20-27, repealing Resolution No. 20-25 and modifying Exhibit H designating the approved signage area at Smart Financial Centre.

BUDGET

EXPENDITURE REQUIRED: N/A

CURRENT BUDGET: N/A

ADDITIONAL FUNDING: N/A

FUNDING SOURCE:N/A

ATTACHMENTS:

Description

n Resolution 20-27

□ Exhibit H - Smart Financial Centre

Type

Resolutions

Maps