

A crucial part of many businesses is being seen! Well-designed signage can make a big difference in how well businesses are found and perceived, particularly those who are open to the public. Permanent signs are those that are designed to be permanently attached to a structure or the ground and remain for an unlimited period of time.

The City of Xenia’s permanent sign regulations, summarized below, strike a balance between (1) promoting free and creative expression and (2) preventing excessive sign clutter that can undermine business visibility, impact traffic safety and cause a blighting influence.

More information can be found in the City’s Land Development Code.

General Requirements

- Permanent wall-mounted and freestanding signs require Zoning and Building Permits
- Sign drawing required with permit application (site plan additionally required for freestanding sign)
- Changeable copy (including LED) limited to 2/3 of sign area on signs less than 50 sq. ft., 40% of area on signs greater than 50 sq. ft.

Signs NOT Requiring a Permit

- Window signs, but they must occupy no more than 50% of window area (25% in B-2 Downtown District)
- Sign face changes that don’t change sign structure, area or height
- Signs that are only visible from within the property
- Noncommercial flags
- Temporary signs without a commercial message (e.g. political signs)

Wall-Mounted Signs (flat-mounted on wall)

- Up to 1.5 sq. ft. per linear ft. of building façade width permitted
- May not extend above roofline
- Internal illumination of signs in B-2 Downtown District limited to individual letters/elements (not the entire background/cabinet)

Projecting Signs (perpendicular to wall)

- Can project up to 3 ft. from wall
- Up to 15 sq. ft.
- At least 2 ft. from curb
- At least 8 ft. above sidewalk, 15 ft. above driveway/parking



Freestanding Signs

Zoning District	Area Per Linear Foot of Lot Frontage	Total Area Not to Exceed	Height	Type
O-1/B-1	1 sq. ft.	50 sq. ft.	6 ft.	Monument
B-2	0.5 sq. ft.	75 sq. ft.	6 ft. ¹	Monument
B-3/P-1	1 sq. ft.	100 ² sq. ft.	8 ft. ³	Monument or pole
I-1/I-2	1 sq. ft.	100 sq. ft.	15 ft.	Monument or pole

¹Increases to 12 ft. for signs larger than 50 sq. ft.

²Increases to 150 sq. ft. when principal building is more than 100,000 sq. ft.

³Increases to 15 ft. for signs between 50 and 100 sq. ft., increases to 20 ft. for signs larger than 100 sq. ft.

Generally one freestanding sign is permitted per lot, although additional freestanding signs are permitted in the following locations:

- Lots with multiple frontages
- Within 25 ft. of a driveway entrance/intersection
- Subdivision entrance
- Drive-through lanes

APPLYING FOR A PERMIT? START HERE: WWW.EXPLOREXENIA.COM — CLICK PERMITS

QUESTIONS? CONTACT US!

CITY OF XENIA PLANNING AND ZONING: 937.372.6389 WWW.EXPLOREXENIA.COM

GREENE COUNTY DEPARTMENT OF BUILDING REGULATION: 937.562.7420 WWW.GREENECOUNTYOHIO.GOV