



### Historic District – Sandwich Board/Sidewalk Sign Regulations

- **One sign** is allowed for each tenant, placed within **six feet** of the primary entrance.
- A minimum of **five feet** of sidewalk shall be kept clear for pedestrian safety.
- Signs may have chalkboard and whiteboard elements. The frame shall have subdued colors and be constructed of **wood or metal**.
- When not in use, signs shall be removed and stored indoors or a non-visible location.
- Refer to Table 153.173M of the Historic District Code for full requirements.

### Replace Your Aging Plastic Sign with Approved Materials

The current Code requires sandwich board signs to be made of wood or metal. Permits approved prior to 2021 are permitted to use other materials. As these older signs need replacement, new signs should meet material requirements.

### Permit Required

A one-time **free** Certificate of Zoning Plan Approval (CZPA) permit must be obtained from the City of Dublin's Community Planning and Development Division to ensure all requirements are met. Apply at 5200 Emerald Parkway, Dublin, OH 43017 or online at <https://dublinohiousa.gov/applications-permits/administrative-permits/>.

Contact Planning Technician Camaren Williams at 614.410.4600 or [cmwilliams@dublin.oh.us](mailto:cmwilliams@dublin.oh.us) with questions.

### Sandwich Board Types



### Community Planning & Development



5200 Emerald Parkway  
Dublin, OH 43017



614.410.4600  
[Dublinohiousa.gov](http://Dublinohiousa.gov)

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