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# MEMORANDUM

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Date: March 27, 2020

To: The Honorable Chairman and Members  
Pima County Board of Supervisors

From: C.H. Huckelberry  
County Administrator 

Re: **Sign Code Enforcement During the COVID-19 Pandemic Emergency Declaration**

An issue has been brought to our attention regarding the County's enforcement of Sign Code violations that may occur as businesses attempt to advertise that they are open for business. Such would include signs indicating restaurants or other businesses are open for food pick up or delivery.

The attached March 27, 2020 memorandum from the Development Services Director, Carla Blackwell, indicates that during this pandemic Emergency Declaration, the County will suspend Sign Code enforcement as it relates to temporary signs that are put in place to minimize business disruption. The same enforcement practices will also be implemented by the Department of Transportation for signs placed in the County's right-of-way.

No Sign Code enforcement will take place unless the sign presents a public safety hazard. This suspension of enforcement will occur through the period of federal, state or local pandemic declarations.

CHH/anc

Attachment

c: Jan Leshar, Chief Deputy County Administrator  
Carmine DeBonis, Jr., Deputy County Administrator for Public Works  
Francisco García, MD, MPH, Deputy County Administrator & Chief Medical Officer,  
Health and Community Services  
Carla Blackwell, Director, Development Services  
Ana Olivares, Director, Transportation Department  
Dr. Bob England, Director, Health Department  
City/Town Managers:  
Mary Jacobs, Town Manager, Town of Oro Valley  
Jamsheed Mehta, Town Manager, Town of Marana  
Michael Ortega, Manager, City of Tucson  
Kelly Udall, Town Manager, Town of Sahuarita  
John Vidaurri, City Manager, City of South Tucson



DATE: March 27, 2020

TO: C.H. Huckelberry, County Administrator

FROM: Carla L. Blackwell, Director 

SUBJECT: Suspension of Temporary Sign Enforcement during Emergency Declaration

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Pursuant to the Emergency Proclamation for Covid-19 outbreak adopted by the Board of Supervisors March 19, 2020, the Metropolitan Pima Alliance, the Chamber of Commerce and other business advocates have requested a review of our sign code to allow for some exceptions by businesses that are in need of communicating service changes to their customers. In some cases, establishing curbside pickup zones and open or close signs. Normally temporary signs aren't allowed without permits and special conditions and no signs are allowed in the right of way.

Planning staff have been in the process of rewriting the sign code to conform to legal standards. That has been a lengthy process involving stakeholders and will not conclude until the end of this calendar year. This experience with emergency temporary signs will help inform future sections of the code, but does not offer any immediate relief to businesses.

All County Code Enforcement Staff continue to work in the field. However, during these challenging times, enforcement is focused on complaints involving public health and safety risks such as solid waste and building violations. As such, enforcement of temporary sign requirements related to pandemic circumstances will be suspended. The Chief Zoning Inspector will use discretion with temporary signs that direct and inform customers during this emergency period, and are of appropriate size and do not interfere with safe movement of traffic.

I consulted with Ana Olivares, Transportation Director, regarding sign enforcement in the Right-of-Way (ROW) and she agreed during this emergency period that sign complaints would not be addressed unless located in medians or blocking site visibility triangles. This approach will be taken starting today for temporary signs on private property and within ROW unless we hear otherwise

C: Carmine DeBonis Jr., Deputy County Administrator  
Yves Khawam, Assistant County Administrator  
Ana Olivares, Director, Department of Transportation  
Tom Drzazgowski, Chief Zoning Inspector