

Encroachments

In order to encourage the creation of character downtown, the City of Salem allows encroachments subject to the guidelines below. All encroachments require a Right-of-Way permit from the Department of Community Development

Guidelines:

- (A) These guidelines for encroachments shall apply to the following streets:
1. West Main Street – From Shanks Street to Broad Street
 2. East Main Street – From Broad Street to Craig Avenue
 3. College Avenue – From Clay to Boulevard
 4. Boulevard – From South Market to College
- (B) The following encroachments may be allowed, by permit, at the discretion of the administrator:
1. Planters holding seasonal plantings – Not smaller than one cubic foot, and not larger than two cubic feet. To be placed on the sidewalk, adjacent to the entrance door or otherwise against the face of the building. Plantings shall be maintained and replaced by the owner or lessee.*
 2. Decorative flags – No smaller than 2'X 3', and mounted such that the lowest point (flag or mount) is at least 10 feet above the sidewalk. The flag may contain advertising for the business without counting against signage limits.*
 3. An outdoor merchandise display – A rack or shelf of merchandise no larger than 4' long, 4' high, and 2' deep. Extending no more than 2' out from the building. May be placed on the sidewalk.*
 4. An outdoor menu board – An 'A' style menu board not taller than 4', and no wider than 3'. Content shall relate to the business and be changed regularly. Can be on sidewalk, and does not count against signage limits.
 5. Window boxes – Attached below windows on any story, and filled with seasonal plantings.*

6. Awnings – Awnings over all windows or doors. May include the name of the business, does not count against signage limits.
7. Decorative light fixtures – Must be of a historic decorative character, and must be lit at night. May extend over the sidewalk not more than 1', and must be placed 7' or higher. May illuminate signage.
8. Projecting Signs – Not more than 40 sqft total, and not more than 4' from the face of the building. Materials may include carved wood, metal, and neon. Only external, neon, or halo illumination is allowed. External lighting must be decorative metal sconce type. Supports must be decorative metal. Must be engineered for wind loading.
9. Balconies – Iron, or other historic materials and design based on original character evidenced in photographs. Not extending more than 5 feet over the sidewalk.
10. Canopies – Must have decorative metal posts, may have signage on all sides, must have at least 8' of open space below the bottom and the sidewalk.
11. Marquee Sign – Allowed only for a theatre, club, similar venues, or when historical documentation shows that the building originally had one.
12. Murals – Historic murals advertising products, services, or business, no longer sold or operated at a specific location may be restored or displayed in its original condition when historical documentation shows that it existed. Small signage of less than 10% of the original area may be displayed recognizing the owner or restorer of the sign.
13. Sidewalk Dining – Outdoor dining may be allowed on the City's sidewalk via the sidewalk dining program.

*No permit needed