



APPLICANT INFORMATION

Name of Business: _____

Name of Business Owner/Manager: _____

Name of Property Owner: _____

Business Address: _____

Business Phone: _____ Fax: _____

E-mail Address: _____

SIGN INFORMATION

General Location of Temporary Banner/Sign (all signs shall be mounted to the building wall):

Size of Temporary Banner/Sign (Dimensions): _____

Colors of Temporary Banner/Sign: _____

Grand Opening? Yes ____ No ____

Wording on Temporary Banner/Sign: _____

Time Period Requested (30 day limit): From: _____ To: _____

Please see the reverse side of this form for
City Code information regarding Temporary Banners/Signs.

By signing below, you are acknowledging the dates of approval for this application. Failure to remove the temporary sign/banner by the date indicated may result in an enforcement action by the City and could be punishable by a fine (in extreme cases).

Signature: _____ Date: _____

Official Use

APPROVED: _____ DISAPPROVED _____

Signature: _____ Date: _____

Comments: _____

Flagged for Follow-up: _____

Extension: Y N Dates of Extension: From _____ to _____

Extension Flagged for Follow up: _____

17.36.570 Temporary signs—Conditions—Permit.

No person shall erect, display, maintain or allow or permit to be erected, displayed, or maintained a temporary sign or signs except on the following conditions:

- A. A “temporary sign(s)” without direct illumination shall be allowed to advertise.
- (1) A commercial business or activity on any commercially zoned property, or an apartment or condominium complex, not to exceed a total of one hundred twenty (120) days for commercial and ninety (90) days for apartment or condominium complexes in any one calendar year for all temporary signs, and not to exceed more than thirty (30) days at any one time.
 - (2) Temporary signs for apartment or condominium complexes shall be limited to banners, freestanding signs and amenity signs, and shall not exceed thirteen (13) square feet per side or twenty-six (26) square feet when affixed to building walls.
 - (3) The number of temporary signs shall not exceed the number contained in the following chart:

Number of Apartments	Number of Temporary Signs
Up to 4 apartments	1
Up to 8 apartments	2
Up to 16 apartments	3
Up to 32 apartments	4
Up to 64 apartments	5
Up to 128 apartments	6
More than 128 apartments	7

- (4) All banners shall be affixed to building walls.
- B. **Banners or similar temporary signs which announce a civic or charitable activity may be allowed in the public right-of-way with the consent and subject to the conditions of the development services director.**
- C. A temporary sign(s), without direct illumination, to advertise a religious, charitable, cultural or educational organization or activity shall be allowed for a period not to exceed fourteen (14) days in any one calendar year; provided, that the total display service area of the sign(s) does not exceed sixteen (16) square feet, the sign(s) does not exceed six (6) feet in height, if freestanding, and the sign(s) is located at least five (5) feet inside the property line in a residentially zoned area, and at least two (2) feet inside the property line in other areas.
- D. A temporary sign permit shall have been obtained from the development services director of planning who, prior to issuance of said permit, shall have determined that the proposed location, method of installation and support of the temporary sign will not endanger the public health, welfare or safety.
- E. Payment of a fee for said temporary sign permit as set by the city council by resolution. (Ord. 2008 § 6, 1999: Ord. 1808 § 11, 1992: Ord. 1337 § 1 (part), 1980: prior code § 32.10).