



REQUIREMENTS FOR TEMPORARY OFF-SITE SIGNS

A. When may Temporary Off-site Signs be displayed?

Off-site Signs may be displayed only temporarily. They may be erected immediately prior to the event being advertised and must be removed immediately after the event has ended.

B. How big may Temporary Off-site Signs be?

The maximum size of the signs is six (6) square feet per sign face, including any attachments.

C. Where may Temporary Off-site Signs be displayed?

The signs may be placed:

1. On private property with the property owner's permission;
2. On unpaved, non-landscaped, and/or unimproved public right-of-way areas where they will not impede or obstruct vehicular and/or pedestrian traffic, and/or create traffic obscuring hazards; and
3. On landscaped strips between sidewalks and paved roads which are not adjacent to parks or other public property.

Temporary Off-site Signs may NOT be placed:

1. In such a manner as to obstruct sight distance for vehicles;
2. In the median strips of roads, traffic circles or in public landscaped areas, such as the lawn and planter areas adjacent to the City entryway signs;
3. On sidewalk or paved roadway surfaces;
4. In public parks;
5. In fire lanes or within three feet of a fire hydrant; and
6. Attached to utility poles, street furniture, utility vaults or street trees.

D. How many Temporary Off-site Signs are allowed?

A maximum of one (1) Temporary Off-site Sign will be permitted per block (NOT per block face) per property advertised.

E. Are permits or fees required?

No permit or fee is required for the placement of Temporary Off-site Sign in public rights-of-way, but the manner and location of placement must comply with these requirements.

What happens if a Temporary Off-site Sign violates these rules?

Any sign found in violation of any of the requirements may be removed by the City. The party responsible for the sign will be asked to sign a copy of these rules for the sign to be returned. If the sign is found in violation again, it will be discarded.

Signature of Person Responsible for the Temporary Off-site Sign Date _____

Business or Property Name and Address that the Temporary Off-site Sign is Advertising

If you have any additional questions, please contact the Planning Department at 425-587-3225.