

Regulations of Temporary Signs

This is a quick reference guide that reflects the [Zoning Code](#), Section 409.12 *Temporary Signs*. The intent of sign provisions is to maximize establishment identification, minimize visual clutter, and maintain a high quality of signs throughout the City. **All signs require a permit, except for Sec. 409.04.**



Banners, Pennants, and Displays for Grand Openings or Temporary Sales Events

NOTE: The following are permitted for a maximum of 30-day periods*. Removal of temp signs is required for 14-days before the next temporary sign permit can be issued (*Exception: New Businesses)

Pennants

Placement: On building ONLY. Not within the parking area, perimeter landscape, or some other area of the development.

Balloons

Placement: Must be securely fastened. Shall not project above the roofline. If no building, max project of fifteen (15) feet above grade.

Banners

Max Size: Four (4) by eight (8) feet or thirty-two (32) sq. ft.

Placement: Must be placed on building.

Quantity limit: One (1) per street frontage.

New Business? Interim banner(s) can be used until the installation of a permanent sign (with Cert. of Occupancy issued). Permit valid for 90-days; extensions to permit valid for 45-days.

Other Promotional Displays/Signage

Includes: Tear Drop Signs, Inflatable Characters, Tents, etc.

Wind Sail Signs: Special consideration made, see following page.

General Requirements

- **Placement:** Signage and Displays are to remain located on the premises to which they pertain and shall not be placed in public right of way or attached to any street light, light pole, traffic signal pole, or utility pole.
- **Height:** Signage or Displays should never project above the roofline or be placed on the roof.
- **Permit Info:** All temporary signs shall be marked to show permit number and expiration date.

Regulation of Temporary Signs: Wind Sail Signs



Wind-sail signs are considered “other promotional displays” and are subject to review by the Zoning Administrator or his/her designee (Temporary Sign Provisions Section 409.12 (A) (2)).

Wind Sails are treated as temporary event signage and are restricted to permit requirements outlined in Sec. 409.12(A). Home Builder Signs should refer to 409.12(H).

Duration: Maximum of 30 consecutive days. Remove from display for a minimum of 14 consecutive days prior to a new temporary sign permit can be issued.

Max Size: In line with other standards, wind sails signs should not exceed 15 feet in height.

Quantity: One (1) wind sail sign per business.

Placement: Immediately in front of the business, not to exceed 300 feet from the building. Additionally, if the business is located in a commercial center that is maintained by a management association, it is the responsibility of the tenant to verify that the wind sail sign can be placed in the common area shared by other businesses and maintained by the management company.

Prohibited Placement:

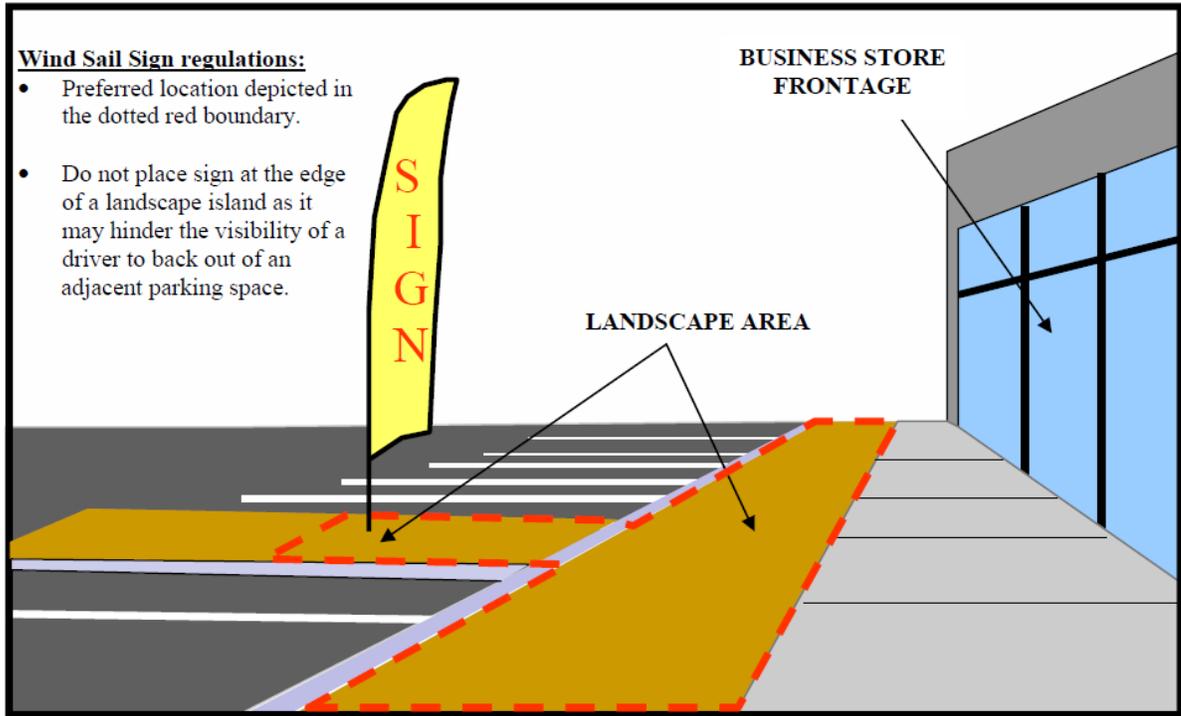
- Within landscape areas adjacent to the Right-of-Way (AASHTO 2001)
- At the edge of landscape islands as it may hinder the visibility of drivers backing from parking space
- Obstructing a parking space or placed on a vehicle within a parking space
- Obstructing a sidewalk or pedestrian walkway

HELPFUL NOTE: For other business sign opportunities, without a limited duration, refer to:

- A-frame Signs, per the [Zoning Code](#), Sec. 409.12(D) *Portable Signs*
- Sign Walkers, per the [Zoning Code](#), Sec. 409.12(I)
- Community Kiosk Signs, per the [Zoning Code](#), Sec. 409.13
- Establish or Amend a Comprehensive Sign Plan (CSP), per the [Zoning Code](#), Sec. 409.15
 - This can provide clear directional signage for navigating larger commercial centers

[See following page for depiction of PREFERRED and PROHIBITED location of wind sail signs]

PREFERRED LOCATION FOR WIND SAIL SIGNS:



PROHIBITED LOCATION FOR WIND SAIL SIGNS:

