

# Temporary Sign Permit Application

*Shaded areas – Office use only*

Permit no. \_\_\_\_\_

## Applicant

<b>Name</b>	<b>Applicant is</b> <input type="checkbox"/> Owner/manager <input type="checkbox"/> Installer		
<b>Address</b>	<b>City</b>	<b>State</b>	<b>Zip</b>
<b>Contact person</b>	<b>Phone</b>	<b>Email</b>	

- Permit fee required (\$30/event/application) and double fee for install prior to permitting [BCC Sec. 14.558].
- Display is limited to a maximum of 60 days in the calendar year, yet may be split into no more than 12 events [BCC 19.188/.119].
- Unapproved Locations: Sidewalks, parking lots, islands, retaining walls, natural features, roof, utility poles, RoW or on semaphores.
- Prohibited signs: Portable/trailer signs, flashing, vehicle, ballons > 24", inflatables, retail window signs covering > 25% of area.

## Sign Location

<b>Business/Organization</b>	<b>Date</b>
<b>Address</b>	
<b>Type of use</b> <input type="checkbox"/> Business <input type="checkbox"/> Other (church, school, public building)	<b>Zoning district</b>

## Sign Information

**Sign to read**

<b>Location</b> <input type="checkbox"/> On building <input type="checkbox"/> In yard area	
<b>Type of sign</b> <input type="checkbox"/> Banner (must be secured) <input type="checkbox"/> Freestanding (must be secured)	
<b>Number of sign(s)</b>	<b>Height of sign(s)</b>
<b>Size of sign 1</b> <input type="checkbox"/> 0-16 sq. feet <input type="checkbox"/> 17-32 sq. feet <input type="checkbox"/> 33-100 sq. feet (churches, schools only) <input type="checkbox"/> 33-75 sq. feet (business only)	
<b>Size of sign 2</b> <input type="checkbox"/> n/a <input type="checkbox"/> 0-16 sq. feet <input type="checkbox"/> 17-32 sq. feet <input type="checkbox"/> 33-100 sq. feet (churches, schools only) <input type="checkbox"/> 33-75 sq. feet (business only)	
<b>Display dates: Start</b>	<b>End</b>
<b>Application signature</b>	

*Shaded areas – Office use only*

## Sign location

<b>Site address</b>	<b>Number of street frontages</b>
<b>Setback from property line</b> (in yard area) <input type="checkbox"/> >10 feet <input type="checkbox"/> >20 feet	

**Notes:**

<b>Approved by:</b>	<b>Date:</b>
---------------------	--------------