

**TEMPORARY SIGN – APPLICATION FOR PERMIT**

**Project Address:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Name of Business:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

**Address of Property Owner**  
**(if different than above):** \_\_\_\_\_

**Type of Sign:**

- Horizontal Banner (Provide a detailed, colored rendering of the banner and mounting details)**
- Commercial Real Estate or Construction Sign (Provide a detailed, colored rendering of the sign and site plan)**

**Horizontal Banners**

No more than one banner shall be permitted at any given time and no more than one banner permit shall be issued within any consecutive six (6) month period to any single business. Banners shall be no more than thirty (30) feet long and no more than four (4) feet high. Banners shall be mounted abutting and flush to the building wall and secured at all four corners. Banners shall be removed thirty (30) days after the issuance of a sign permit.

**Commercial Real Estate Signs**

Where more than six (6) dwelling units (or lots for dwelling purposes), located in the same subdivision, are offered for sale or rental by the same party, or where more than 2,500 square feet of a commercial or industrial building or lot is offered for sale or rent, there shall be permitted one (1) non-illuminated sign not to exceed 32 square feet in area facing each public street providing access to the property being offered. Each such sign must be devoted solely to the sale or rental of the property being offered. Signs shall be removed when less than six (6) units or 2,500 square feet remain for sale or lease.

**Construction Signs**

In connection with the construction of six (6) or more dwelling units or the construction or remodeling of a building of two thousand five hundred (2,500) square feet or more there shall be permitted one (1) non-illuminated sign not to exceed 32 square feet in area indicating the names of any or all of the owners and future occupants and of the architects, engineers, and contractors engaged in the construction; on corner lots two (2) signs, one facing each street, shall be permitted. Construction signs shall be removed at the time a permanent sign is installed or a certificate of occupancy is issued, whichever occurs first.

**Print Name:** \_\_\_\_\_

**Owner or Representative Signature:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

**Date of Installation:** \_\_\_\_\_ **Date of Removal:** \_\_\_\_\_

**Approved by:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Permit No.** \_\_\_\_\_