



TEMPORARY SIGN PERMIT APPLICATION

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AUCTION/ ESTATE SALES, COMMERCIAL, PORTABLE, TEMPORARY, and SPECIAL EVENT SIGNS
(No sign(s) are allowed in K-15 State Right-Of-Way)

DATE: ZONING DISTRICT: FEE \$25.00

ADDRESS OF PROPOSED SIGN:

NAME OF BUSINESS REQUESTING THE SIGN:

Description indicating where the sign(s) will be located (freestanding, on poles, an existing wall, from a canopy, etc.) on the site and/or off-site where applicable.

PROPOSED SIGN CLASSIFICATION (CHECK APPROPRIATE BOX)

Auction & Estate Sale Sign: One sign allowed at location, placed no more than 30 days prior to sale, 16 sq. ft. max; Additional 4 off site signs are allowed, placed no more than 14 days prior to sale, 6 sq. ft. max. Off site signs must be 8 feet from back at curb. []

Grand Opening Sign: 16sq ft max. (Display no more than 21 days.) Only 4 are allowed. []

Going Out of Business Sign: 16sq ft max. (Display no more than 30 days.) Only 4 are allowed. []

Special Event/Commercial Decorations & Signs: 16sq ft max. 1 Sign Only (8 feet back from curb) (May be placed in public rights-of-way or on the actual site involved in the event.) []

Subdivision Signs: (64sq. ft. max.) (Must be removed when 90% of lots are sold.) []

Portable Sign Residential: (72 hours total) Must be placed 14.5 feet from back of curb. []

Portable Sign Commercial: (15 days per quarter) Must be placed on property where event is occurring. []

GENERAL INFORMATION:

Total Number of Sign(s) (Including all off-site signs.)

Height to Top of Sign Height to Bottom of Sign

The Sign Dimensions are x x Total Gross Surface of Sign

The sign is: Single Sided [] Double Sided [] Size(s) =

To be displayed from: - - to - - = days
Month Day Year Month Day Year

NAME OF PERSON APPLYING FOR PERMIT

PHONE NUMBER

OFFICE USE ONLY: PERMIT NUMBER PERMIT FEE \$ DATE
APPLICATION REVIEWED BY: APPROVED [] DENIED []

TEMPORARY SIGN RESTRICTIONS

Estate Sale/Auction Sign Restrictions:

The sign is to be no more than 16 square feet and non-illuminated. Only one sign per site is permitted. The sign may be placed on the site no more than 30 days prior to the sale date and shall be removed upon conclusion of the sale. Up to four off site directional signs are allowed per sale, not to exceed 6 sq feet. Off premise signs may be placed no more than 14 days prior to sale and removed immediately after sale. **Off premise sign must be placed 8 feet from back of curb. No sign(s) are allowed for sales outside the city limits of the City of Derby.**

Special Event Commercial Decorations and Signs:

The sign shall be located on private property and only on the actual site involved in the event.

- 1) Grand opening signs and decorations may be displayed for a period not to exceed 21 days
- 2) Going out of business signs and decorations may be placed for a period not to exceed 30 days
- 3) Any other such signage shall be considered a special event commercial decoration sign and shall be limited a 30 day period per permit. All signage and/or decorations shall be removed within 24 hours after completion of the event or promotion. No such sign shall exceed a size of 16 sq. feet, and must be placed 8 feet from back curb

Portable Signs:

Residential Areas: Are allowed in residential areas for not more than 72 hours. The sign must be placed on the property of the homeowner and a permit must be issued for each occasion. Must be placed 14.5 feet from back of Curb

Commercial Areas: Each licensed business will be limited to four (4) 15 day permits per calendar year, one (1) in each quarter with no two permits being allowed consecutively without an intervening period of at least 30 days, during which the sign is not displayed
Portable signs must be placed on the property where sale is occurring, when sign is placed within 8 feet of back of curb, where allowed, sign may not pose any vision issues with traffic leaving any driveway, or intersecting street adjacent to location of sign.

Subdivision Signs:

One sign per entrance will be allowed, with a maximum gross surface area of 64 square feet may be located in a subdivision announcing the sale of lots and/or house in said subdivision. Such sign shall be removed when 90% of the lots in the subdivision have been sold.