

CITY OF ENCINITAS
TEMPORARY SIGN/BANNER PERMIT

Planning & Building Department
505 S. Vulcan Avenue
Encinitas, CA 92024
(760) 633-2710

Application No. _____ [PZ]
Fee _____
Date of Application _____
Approvals _____ / _____

Sign/ Banner Permit

Code Amount
SB _____

Total paid: _____

TEMPORARY SIGN / BANNER PERMIT

Applicant Name: _____ Phone: _____

Business Name: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Representative Name: _____ Phone: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Property Owner Name: _____ Phone: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Location of Sign: _____

Project Address: _____ **APN:** _____

Business Phone: _____ **Zone:** _____

Sign Proposal Description: List signs proposed by type with size and height. Attach a site plan for location of sign on subject property; also provide plans showing building and sign elevations (see attached for example).

Sign Copy/Type (banner or freestanding)	Qty	Sign Dimension	Sign Area (Sq. Ft.)	Display Dates	Number of Days

Applicant's Signature _____

Date _____

Temporary Signs

There are two principal types of temporary signs permitted: freestanding signs supported by posts; and banners tied to posts or mounted to a wall. Other temporary sign types, such as balloons, flags, pennants, directional signage, and the like, are also permitted on a limited basis.

A. Free-standing Temporary Signs

1. Temporary on-site freestanding signs are allowed three (3) square feet each side with a maximum height of five (5) feet in residential neighborhoods. Typical uses for a temporary sign would be for "Open House", "For Sale", "For Lease or Rent", or "Garage/Yard Sale". Signs must be located on-site and may be two-sided. No more than two (2) signs are permitted, however, the total sign area of both signs cannot exceed three (3) square feet.
2. Temporary on-site freestanding signs for nonresidential neighborhoods (commercial zones) are permitted at 16 square feet each side with a maximum height of eight (8) feet. Typical uses include: "For Lease", "For Sale", "Under Construction", "Christmas Trees", and "Carnival". Signs must be located on-site and may be two-sided. No more than two (2) signs are permitted, however, the total sign area of both signs cannot exceed 16 square feet.
3. Subdivisions with five (5) or more lots or units can have 16 square feet for a temporary freestanding sign with a maximum height of six (6) feet. No permits are required. The sign area may be increased up to 32 square feet and to eight (8) feet in height provided a design review permit is approved first.

All temporary freestanding signs must be removed upon the termination of the temporary use or within six (6) months, whichever is less.

B. Banners (Sign Permit Needed)

1. On-site banners for nonprofit special events are permitted for a 14 day display period prior to the event and must be removed within three (3) days after the end of the event. A maximum of 24 square feet is permitted and shall be limited to one banner at any time.
2. Grand opening/closing banners are permitted for new businesses or a change of ownership at a maximum of 24 square feet. The banner may be up a maximum of 60 days after the initial opening of the business.

In addition, four (4) banners per calendar year are permitted for nonresidential uses for sales and special promotions. A maximum of 24 square feet is permitted with a maximum display period of 15 consecutive days.

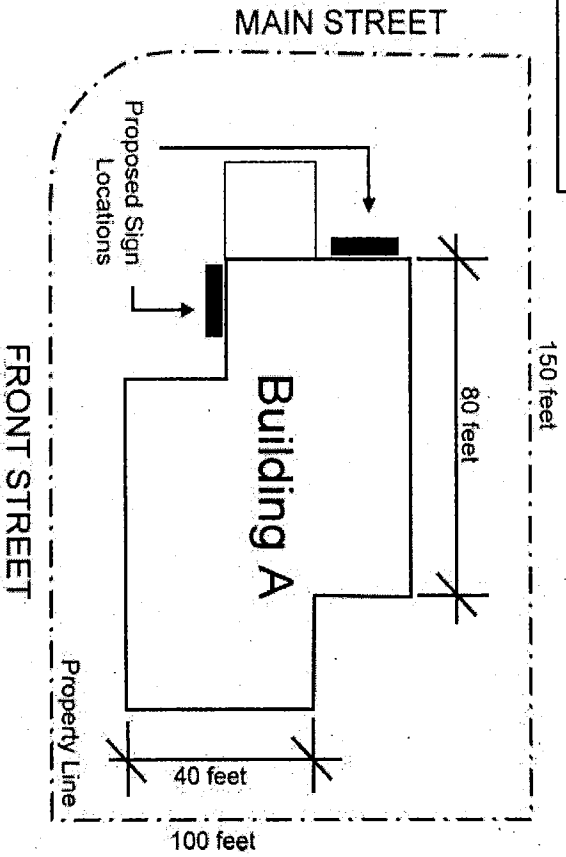
3. Banners over public right-of-way are limited to 45 square feet in area. Said signs are for civic and non-profit City-wide recognized special events and are approved through the City Manager's office pursuant to City specifications.

TEMPORARY SIGN STANDARD SUMMARY

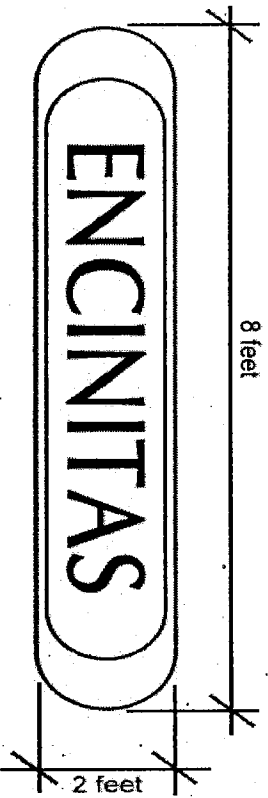
Type	Size	Height	Number Allowed	Period	Notes
Freestanding (on site)					
A. Residential	3 sf	5'	2		May be double sided.
B. Nonresidential	16 sf	8'	2		May be double sided.
C. Subdivision of 5 or more lots/units	16 sf	6'	1		May be double sided. May be increased to 32 sf and 8 ft in height subject to design review.
Banner (on-site)					
A. Nonprofit special event	24 sf	8'	1	14 days	Must be removed 3 days after the event.
B. Grand Opening	24 sf	8'	1	60 days	Maximum 60 days after initial opening date.
C. Nonresidential	24 sf		1	60 days	Maximum 4 display periods, displayed not longer than 15 days each
D. Seasonal uses	16 sf		2	6 mos.	In conjunction with Seasonal use solicitors license.
Banner Public R.O.W.	45 sf			14 days	Must meet City specification. Apply through the City Manager's Office.
Off-Site Directional	3 sf	5'	3/parcel		Daylight hours only.
Off-Site Signs for Subdivisions	3 sf	5'	1		May be displayed with no restriction to daylight hours.
Major (5 or more lots)	16 sf	6'	1		Design Review Permit required.

Temporary Sign Application Sample

Site Plan



Sign Detail



Proposed Signs

Type	Canopy
Dimensions	8 feet x 2 feet
Total Area	16 square feet
Number of Faces	1
Illumination Type	None

Elevation

Sign is in size and scale of the building.

