

# TEMPORARY SIGN PERMIT

CITY OF WATSONVILLE – *Community Development Department*

250 Main Street  
Watsonville CA 95076  
(831) 768-3050



## FEES

TEMPORARY SIGN PERMIT

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The following **Temporary Sign Permit** application with the City of Watsonville shall be processed pursuant to Sections 8-6.206 and 14-12.1302 of the Watsonville Municipal Code (WMC) and the regulations contained therein.

## *CITY USE ONLY*

FILE NO. \_\_\_\_\_

RECEIPT # \_\_\_\_\_

DATE PAID \_\_\_\_\_

## GENERAL INFORMATION

PROPERTY OWNER NAME \_\_\_\_\_ PHONE \_\_\_\_\_

PROPERTY OWNER ADDRESS \_\_\_\_\_

APPLICANT NAME \_\_\_\_\_ PHONE \_\_\_\_\_

BUSINESS/ORGANIZATION/GROUP NAME \_\_\_\_\_

501(c)(3) ORGANIZATION?  YES/  NO

## PROJECT INFORMATION

SITE ADDRESS \_\_\_\_\_

WHERE/HOW WILL THE SIGN BE MOUNTED? \_\_\_\_\_

The definition of a "temporary sign" is as follows: "...any sign, banner, pennant, streamer, whirligig, valance, or advertising display constructed of cloth, canvas, light fabric, cardboard, wallboard, or other light materials, with or without frames..." (WMC § 8-6.101(q))

PROPOSED SIGN/MATERIAL \_\_\_\_\_

SIGN DIMENSIONS (30 SQ FT MAX) \_\_\_\_\_

REQUESTED PERIOD OF OPERATION (30 DAYS MAX/YEAR) \_\_\_\_\_ THROUGH \_\_\_\_\_

## STAFF USE ONLY

*Upon completion to conform to this application, the proposed entity is eligible to post the above described temporary sign under the conditions imposed in this application. This temporary use will comply with the provisions of WMC Chapters 8-6 & 14-12 with no significant environmental effect. Any alteration or expansion of the approved permit shall render this permit void.*

HAS ENTITY RECEIVED A TEMPORARY SIGN PERMIT W/IN THE LAST 12 MONTHS?  YES /  NO

PERMITTED DAYS OF DISPLAY \_\_\_\_\_

DATE APPROVED \_\_\_\_\_ STAFF SIGNATURE \_\_\_\_\_

DATE DENIED \_\_\_\_\_ BY \_\_\_\_\_

REASON FOR DENIAL \_\_\_\_\_

## **LETTER OF AUTHORIZATION**

This letter shall serve to notify and verify that I/we am/are the legal owner(s) of the property being considered under this application and do hereby authorize the above representative to file and represent my/our interest in this application. I/we am/are the legal owner(s) of said property; have read the foregoing Letter of Authorization and know the contents thereof; and so hereby certify (or declare) under penalty of perjury under the laws of the State of California that the information contained in this application is true and correct.

### **OWNER OF RECORD:**

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

I certify under penalty of perjury that I am the applicant and that the foregoing statements and answers contained herein and the information herein submitted, are in all respects true and correct. I also certify that all plans and submittal requirements are in accordance with the California Statutes and Watsonville City Code, and have been drawn to a standard engineering scale (e.g., 1"=20', 1"=50', 1"=100') or architectural scale (e.g., 1/4" = 1", 1/8" = 1") that is appropriate to the project size, and clearly define and identify all of the required information.

### **APPLICANT/APPLICANT'S REPRESENTATIVE:**

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## **LIMITATIONS/RESTRICTIONS**

The following temporary signs are **not** permitted:

- Balloons, any size blow up balloon or inflatable device;
- Sandwich board/A-frame signs; and/or
- Pennants. (WMC § 8-6.206(b)(7))

Grand openings and anniversary events for businesses located within a non-residentially zoned property are limited to a maximum of seven (7) days, including setup and tear-down, and may be held no more than once annually. (WMC § 14-12.1302(b))

## **SUBMITTAL REQUIREMENTS**

### **ALL SITE PLANS MUST BE FOLDED BY THE APPLICANT TO A MAXIMUM 9" X 12" SIZE**

The following items must be complete and submitted with this application in accordance with WMC Section 14-12.1302, including all necessary signatures. Incomplete applications will not be accepted. In some cases, submittal of additional information may be required by the Community Development Department prior to application review.

- A detailed drawing** of the proposed temporary sign.
- An elevation drawing** of the Site showing site layout, size and location of the proposed temporary sign.