

Temporary Sign Application

City of Seneca

Planning & Development

City Zoning Ordinance - 603.7 Temporary Signs: During any one-year period, a business may obtain a permit for a temporary sign structure. Temporary signs shall be freestanding banners, flags (other than national, state, or local), pennants, fluttering ribbons or other fluttering devices. Portable signs shall not be classified as a temporary sign.

A temporary sign may be displayed at various times, but the permit must state the start and end dates of the temporary signage, and not exceed 30 cumulative days in a year.

The cost of a temporary sign permit shall be **\$20.00 per year** and must be renewed before placement in consecutive years. In addition, the applicant must post a **\$50.00 bond** to insure compliance to the permit guidelines. Failure to comply with the temporary sign permit shall result in forfeiture of the full bond amount. After forfeiture of bond, if the applicant remains out of compliance, this will be a violation of the zoning ordinance and subject to action accordingly.

Tax Map Number: _____ Date: _____

Name of Business: _____

Location of Sign: _____

Applicant Relationship to Property: Owner/Developer Sign Company

Sign Company Name: _____

Sign Company Contact Name: _____

Sign Company Phone #: _____ Sign Company Email: _____

Owner/Developer Name: _____

Owner/Developer Phone #: _____ Owner/Developer Email: _____

Temporary Sign Display Start Date: _____

Temporary Sign Display End Date: _____

Total Number of Days Temporary Sign Will Be Displayed: _____

Minimum Set Back from Right of Way: **10 Feet**

Maximum Height Allowed: **10 Feet**

Maximum Square Footage Copy Area: **40 Square Feet**

By signature the Owner/Developer and/or Sign Company agrees to conform to the City of Seneca Zoning Ordinance and applicable provisions of the Standard Building Code and the Electrical Code of the City of Seneca; and that the Owner/Builder and/or Sign Company will comply with all restrictions and codes noted on the permit.

Sign Company Authorized Signature: _____ Date: _____

Owner/Developer's Signature: _____ Date: _____

For Planning & Development Use:

Zoning Administrator Approval: _____ Date: _____

Sign Fee Permit: \$20

Bond Fee: \$50

Total Due: \$70.00