



**SPECIAL EVENT
SIGN PERMIT APPLICATION**

City Staff Use Only:	Date:	Permit #	Fee:
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Event: _____ **Dates:** _____

Applicant Name: _____

Address: _____ Phone: _____

#of Signs	Dimension of Signs	Sign Locations	Permission Granted By (signature)

- 114-259(g)(7) Special Event Signs:** Special Event Signs are permitted by right in all zoning districts subject to the requirements of this Chapter and the following additional restrictions:
- a. Time Limit:** All such signs shall not be permitted for more than 30 days before the event, and shall be removed within 5 days after the event, unless a different period of time is approved by the Plan Commission..
 - b. Type:** Wall, Canopy, Monument, Pylon, or Window.
 - c. Max. No:** Two (2) two-sided signs on the event site. Up to 5 additional two-sided signs may be located off-premises subject to the following conditions:
 - d.** All off-premise signs shall be approved by the Zoning Administrator, and such approval may cover more than 1 year.
 - e.** Written permission of the property owner must be obtained each time an approved sign is placed.
 - f. Size:** 50 sq. ft. per side.
 - g. Max. Height:** 8 ft.

Certification by Applicant:
 I hereby certify that the above and foregoing information, including any information on attached forms or drawing, is true and correct. I will notify the City if any changes or modifications are made related to this application.

Applicant Signature _____ Printed name _____ Date _____

Zoning Administrator _____ Date _____