

## CITY OF SACRAMENTO

### PERMITS FOR TEMPORARY SIGNS FOR MULTI-FAMILY DEVELOPMENTS

In addition to the permanent signs for a multi-family development permitted by the City of Sacramento (Title 15.148 of the Sacramento City Code), the City allows a certain number of temporary signs, specifically banners, balloons and portable signs, for a multi-family complex. The regulations for temporary signs for a multi-family complex and the permit application process are explained below:

#### **Class A Complex: Having at least 3 but not more than 50 living units**

- 1) Up to 12 balloons.
- 2) One (1) portable sign.
- 3) One (1) banner

#### **Class B Complex: Having at least 51 but not more than 100 living units**

- 1) Up to 24 balloons.
- 2) Up to 2 portable signs.
- 3) Up to 2 banners.

#### **Class C Complex: Having more than 100 living units**

- 1) Up to 36 balloons.
- 2) Up to 3 portable signs.
- 3) Up to 3 banners.

#### **General Requirements for All Signs**

- 1) Balloon signs must comply with the following regulations:
  - a) When inflated, each balloon must fit within a box that has a height, width, and depth of 15 inches (i.e., 15" x 15" x 15").
  - b) Mylar balloons are not permitted.
  - c) Internal illumination of the balloons is not permitted.
- 2) Portable signs must comply with the following regulations:
  - a) The portable sign, including supports, must fit within a box with a height of not more than 4 feet, a width of not more than 3 feet, and a depth of not more than 3 feet. A-frame signs are portable signs.
- 3) Banner signs must comply with the following regulations:
  - a) The banner height must not be more than 4 feet, and its width must not be more than 12 feet.
  - b) The banner must be securely mounted on a permanent structure that is integral to the multiple family structure, and it must not flap or wave in the wind.
  - c) The banner must be composed of fire-retardant materials.

## **Term of Permit**

- 1) The permit holder shall place and maintain each sign so that the sign is not a hazard to vehicular or pedestrian traffic.
- 2) The permit holder shall place and maintain each sign on the private property where the associated multiple family structure is situated. Signs may not be placed in the public rights-of-way.
- 3) The permit holder shall maintain each sign in good repair.
- 4) While a permit is in effect, the permit holder may repair or replace the associated signs without obtaining a new permit.
- 5) The temporary sign permit is good for one (1) year from date of issuance as long as the signs covered by the permit are inspected and finalized. If the signs covered by the permit are not inspected and finalized within 90 days of date of issue, the permit will expire.
- 6) The temporary sign permit can be renewed annually as long as the permit holder complies with all temporary sign permit regulations. Applicants applying for a permit after the permit has expired will be applying for a new Temporary Sign Permit.
- 7) After the sign permit is issued, the signs can be placed on the premise. The Planning Division reserves the right to inspect the signs upon installation.
- 8) The city may remove, without prior notice, any sign that does not comply with this section. If the city removes a non-compliant sign, then the city shall send the permit holder, by U.S. mail, a written notice identifying the reason for removal, the location where the permit holder may retrieve the sign, and the deadline for retrieval (which must be at least ten (10) days after the notice is deposited in the mail). The city may destroy any signs not retrieved by the deadline stated in the notice, and the permit holder will not be entitled to compensation for the value of signs so destroyed.

## **Fees**

- |                                  |          |
|----------------------------------|----------|
| 1) Class A Complex:              | \$302.40 |
| 2) Class B Complex:              | \$415.80 |
| 3) Class C Complex:              | \$529.20 |
| 4) Annual Renewal (all classes): | \$75.60  |

### Multi-Family Temporary Sign Permit Application

**Complex Name:** \_\_\_\_\_

**Complex Address:** \_\_\_\_\_

**Number of Units:** \_\_\_\_\_

**Applicant Information:**

**Name:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **E-Mail:** \_\_\_\_\_

**Certification**

I have read and understand the regulations pertaining to temporary signs for multi-family development and agree to abide by these regulations.

\_\_\_\_\_  
**Applicant's Signature** **Date**

**Community Development Department Staff**

**Permit Number:** \_\_\_\_\_ **Class** \_\_\_\_\_ **Sign Permit** **Permit Fee:** \_\_\_\_\_

**Approved by:**

**Staff Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_