

Temporary Sign Permits for Special Events



Special Event Signs are temporary signs used to advertise special events or activities in our community.

Special events may include business grand openings, carnivals, street fairs, charitable events, seasonal promotions, etc. A permit is needed to display these signs and this brochure is a guide to successfully using them to inform the community of your upcoming special event.

Special Event Signs: the Basics

How Many Signs Can I Have?

- One (1) per street frontage for the event site.
- Community events may also advertise at two city-specified off-site locations.

How Large Can My Signs Be?

- Up to 40 square feet for commercial uses.
- Up to 60 square feet for community and charitable events.

Can I Use Anything Else to Draw Attention?

- Yes. Attention-getting devices such as pennants, streamers, and balloons are allowed in conjunction with your event.

Where Can I Place Event Signs?

Anywhere on the business premises, as long as the signs and attention getting devices:

- are not in the street right-of-way (including medians and landscaped parkways),
- do not create a traffic hazard or block pedestrian access, and
- do not unreasonably obscure existing signs.

How Often Can I Use Event Signs?

- Maximum 30 consecutive days per event.
- Maximum total of 90 days per calendar year.
- New business may have a name-identification banner for up to 60 days after opening until permanent signage can be installed.

How to get a Temporary Sign Permit:

Applications are available at the Planning counter at City Hall or are available online at:

www.ci.santee.ca.us

How much does the Permit cost?

There is no fee for a Temporary Sign Permit.

What information is required with my application?

- property owner's authorization,
- the type and date of your event
- the number and type of signs you propose,
- the proposed location of the signs, and
- any attention-getting devices you propose.

How long does it take?

If all information is provided, temporary sign permits can be issued the same day they are submitted.

Common Mistakes

- Attention getting devices with words or logos count as signs (e.g. "oil change", "car wash", "hair cuts"). Only one sign per street frontage is allowed.
- Helium filled balloons are not allowed.
- No signs are permitted in the street, medians, or parkways.

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