Permit for a Sandwich Board Sign

Owner/Applicant

Parcel Address Parcel Number

Zoning Classification of Parcel Daytime Phone

Conditions of Sandwich Board Signs

1. Location requirements for sandwich board signs: One sandwich board sign per parcel is allowed in the B-2 Central Business District and for buildings fronting on Burdick St. Sandwich board signs are not allowed in other zoning districts.
2. Placement requirements for sandwich board signs: Sandwich board signs are not allowed in alleys. One sandwich board may be placed in the paver band between the building having a customer entrance and the curb, provided that:
3. There is not adequate space available on the site (not in the right-of-way) to place.the sign in a manner that is visible to the public.
4. The sign is placed directly in front of the business to which it is related. If multiple businesses share a building, only one sandwich sign is allowed per building.
5. A minimum of 5 feet in width of unobstructed travel way remains available on the sidewalk at all times.
6. Sandwich board signs shall be placed a minimum of one foot (12 inches) from any of the following: doorway, loading zone, crosswalk, curb cut, bike rack, bench or any other public facility or fixture for vehicles or pedestrians.
7. Sandwich board signs shall not obstruct access to any fire hydrant, fire escape or fire door, or obstruct the clear view of any traffic signal, regulatory sign or street sign. Sandwich board signs shall not be placed in vision triangles. Sandwich board signs shall not obstruct access to vehicles parked on the street. Whether such a prohibited obstruction is created by the sandwich board sign shall be the determination of the City.
8. Sandwich board signs shall be kept inside the building when the business is closed.
9. Sandwich board signs shall not be anchored or tethered to street furniture including but not limited to: light poles, trees, tree guards, bollards, benches, sign posts, garbage cans, fire hydrants, and bike racks.
10. Configuration Requirements for Sandwich Board Signs:
11. No portion of a sandwich board sign shall be more than four feet high or more than 30 inches wide; including any part of its frame or supporting structure and shall be no more than 2 sided.
12. Anything attached to a sandwich board sign shall not project beyond the perimeter of the sign face, unless the projection is within the height and width limitation described above, nor project in excess of one inch from the sign face.
13. Windblown devices such as balloons, banners, etc. shall not be attached to or made part of the sign.
14. Material Requirements for Sandwich Board Signs:
15. Sandwich boards shall be neat in appearance and constructed of finished all-weather materials, and shall be maintained at all times.
16. Sandwich boards shall be heavy enough to remain stationary in moderate winds.
17. Illumination Requirements for Sandwich Board Signs:

a. Sandwich boards may not be illuminated by any means other than an ambient light source, such as the sun or a street light.

1. Fee: A $10 annual permit fee is required for a sandwich board sign.
2. The sandwich board sign owner shall sign a hold harmless agreement with the City indemnifying the City against liability in connection with the sandwich board sign.

Verification by applicant: I, , owner for which the permit for a

sandwich board sign is sought, certify that I understand and will comply with the conditions stated above. I further understand that if at any time I am not in compliance with these conditions, I forfeit my right to have a sandwich board sign.

Applicant Signature Date

Consideration for Approval: Granted

Denied

Date

Zoning Administrator, City of Edgerton