

CITY OF WARR ACRES

5930 NW 49TH STREET

Warr Acres, Oklahoma 73122

Phone 789-2892

TEMPORARY SIGN PERMIT APPLICATION

Business Name: _____

Business Address: _____

Start Date of displaying Temporary Sign: _____

Size of Temporary Sign: _____

Applicants name: _____

General Information:

Temporary signs cannot be attached to power poles, traffic signs, trees in Right of Way, street lights or create a traffic hazard such as blocking field of view for vehicles entering roadway. Signs cannot block any required exits from any building at any time and will be removed without notice. Any temporary signs found in Right of Way, unsecured or deemed traffic hazard will be removed without notice and disposed of.

The permit fee is ten (\$10.00) dollars + two dollars (\$2.00) per square foot for each temporary sign for a 30 day period. The total cumulative area of any sign to be erected and displayed per permit shall not exceed thirty-two (32) square feet. **NO MORE THAN FOUR (4)** temporary sign permits shall be allowed per property parcel per business per calendar year.

Exceptions for temporary signs are listed on the back.

EXCEPTIONS FOR NEW BUSINESSES:

1. All new businesses shall be granted, in addition to their permanent business sign permit, at no additional charge a 45 day temporary permit to remain erected while the permanent sign is being constructed.
2. A temporary sign is allowed to be erected on a building in the place of the permanent sign that is being constructed but shall be removed within the 45 days or within ten (10) days of the completion of the permanent sign whichever is greater.

Issued by: _____

Chapter 15.24

TEMPORARY SIGNS

15.24.010: REQUIREMENTS:

- A. No temporary sign as defined in this title shall be erected without being authorized by this ordinance and the approval of the city inspector or designated agent. Where an application for a temporary sign permit has been denied by the city inspector or designated agent, the applicant may appeal to the city council. The city council shall have the authority to review the application and will either grant or deny a permit. No appeal shall be heard unless the applicant files the appeal with the city clerk within thirty (30) days of being denied by the city inspector or designated agent.
- B. Permits for temporary signs shall authorize the erection of said sign and their maintenance for a period not to exceed thirty (30) days from the date of issuance. The total area of any sign to be erected and displayed per permit shall not exceed thirty-two (32) square feet. The fee for the permit shall be ten dollars (\$10.00) + two dollars (\$2.00) per square foot. A two faced sign is permitted and will not "double" the cost. No more than four (4) temporary sign permits shall be allowed per property parcel per business per calendar year.
- C. The following temporary signs are permitted:
1. Framed banners: the retaining of a licensed contractor to erect a temporary sign for which a permit has been granted shall not be required however the following erecting requirements remain:
 - a. Set back is to be 15' from the curb or outside the right of way whichever is greater.
 - b. Steel, or aluminum or other metal poles must be used when erecting temporary signs.
 - c. Signs and poles must be removed when the temporary thirty (30) day sign permit has expired.
 - d. Temporary signs are not permitted on buildings, fences, or other structures except those allowed under the new business exceptions below.
 2. Official governmental notices and notices posted by governmental signs to control traffic or any other regulatory purposes, or to warn of hazardous conditions. No permit shall be required.
 3. The official flag, pennant, or insignia of the United States of America, the State of Oklahoma, or the City of Warr Acres. No permit shall be required.
 4. Temporary decorations or displays, when such are clearly incidental to, customarily and commonly associated with, and intended as part of any official national, state, or local holiday or celebration, and not used in connection with or intended as a commercial promotion or as an advertising device. No permit shall be required.
 5. Temporary signs erected by public utility companies or construction companies to warn of danger or hazardous conditions, including signs indicating the presence of underground cables, gas lines, and the like. No permit shall be required.
 6. Merchandise, pictures, signs, banners, models, or similar device or display which is incorporated as an integral part and within the confines of a window display. No permit shall be required.
 7. Temporary political signs, from the date of filing for office until two (2) days after the election(s) that:
 - a. Do not extend over twenty-four (24) inches above the ground
 - b. Are at least three (3) feet from the curb
 - c. Do not obstruct the view of drivers on adjoining streets or roadways.
 - d. Temporary political signs that are larger than five hundred (500) square inches in size and/or extend over twenty four (24) inches above the ground are prohibited.
 - e. No permit shall be required.



CITY of WARR ACRES

5930 NW 49th Street
Warr Acres, Oklahoma 73122
City Hall Phone 789-2892

EXAMPLE OF ACCEPTABLE TEMPORARY SIGN

The sign must be banner type mounted in steel frame.

The maximum size allowed is thirty-two (32) square feet.

The sign must be placed a minimum of fifteen (15) feet from the curb.

The sign must be mounted in a free standing frame and may not be attached to the building.

The sign fee is \$10 plus \$2 per square foot of sign size.

One (1) permit allows the permit holder to erect said sign for a period not to exceed thirty (30) days.

The fine for any temporary sign violation is \$299.

