



**NEWNAN**  
CITY OF HOMES

Application for a Temporary Event Sign

PLEASE SUBMIT A SIGN IMAGE OR DRAWING WITH THIS APPLICATION

Applicant's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Business Address: \_\_\_\_\_

Display Dates: From: \_\_\_\_\_ To: \_\_\_\_\_ Total Days: \_\_\_\_\_

| Type of Sign     | Size (height x width) | Area (sq. ft.) | Height Above Grade |
|------------------|-----------------------|----------------|--------------------|
| Banner           | _____ x _____         | _____          | N/A                |
| Freestanding     | _____ x _____         | _____          | _____              |
| Wall             | _____ x _____         | _____          | N/A                |
| Window           | _____ x _____         | _____          | N/A                |
| Garage/Yard sale | _____ x _____         | _____          | _____              |

Applicant is the (✓ only one): [ ] Business Owner [ ] Property Owner [ ] Sign Contractor [ ] Other

A site plan is required for freestanding signs indicating location of proposed signs, distance from public right-of-way and distance from any existing freestanding (permanent and temporary) signs on property.

**IMPORTANT – PLEASE READ CAREFULLY**

I have read and understand the Temporary Event Sign Regulations associated with this permit and agree to comply with all the regulations pertaining to the display of a Temporary Event Sign. I further understand and acknowledge that if I violate the Temporary Event Sign Regulations, I may be subject to the issuance of a citation for a Zoning Violation.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Applicant's Phone Number

|                                      |                      |
|--------------------------------------|----------------------|
| FOR CITY USE:                        |                      |
| Approved by: _____<br>(Please Print) | Approval Date: _____ |
| City Official's Signature: _____     |                      |
| PERMIT EXPIRATION DATE: _____        |                      |



## Application for a Temporary Event Sign

§31.030(42) Temporary Event Sign: Any sign that is of a non-permanent nature, used only temporarily and not permanently mounted. Temporary Event Signs must be constructed of wood, metal or other durable materials in such a manner as to resist high winds. No sign that requires electricity or other power source shall be permitted. Freestanding temporary event signs shall be constructed in such a manner that incorporates a base from which no supports or feet extend which may cause pedestrians to trip. No external cables, brackets, wires or props shall be permitted as a support.

### §31.120 Temporary Event Signs Allowed, Residential and Commercial Property

Temporary event signs must comply with all requirements of this Chapter, except as modified by the provisions of this section, including the prohibitions listed in Sec. 31.070. One (1) temporary event sign is allowed on a residential, commercial or industrial zoned lot subject to the following requirements:

#### A. Size requirements and type.

##### 1. Freestanding signs

(a). Area of sign: (1). Residential zoned lot. 6 non-illuminated square feet. (2). Commercial or Industrial zoned lot. 32 non-illuminated square feet.

(b). Height of sign: (1). Residential zoned lot. 4 feet in height. (2). Commercial or industrial zoned lot. 6 feet in height.

2. Wall Sign. Commercial or Industrial Lot. 6 non-illuminated square feet.

3. Banners. Commercial or industrial zoned lot. 24 square feet.

#### B. Duration

1. Sale or lease of a building or premises. Initiation upon the availability of the building or premises for sale or lease, and termination upon the closing of the sale or execution of the rental agreement. 2. Building construction or remodeling. Initiation upon issuance of a building permit authorizing the construction, interior finish or remodeling and termination within seven (7) days after issuance of either a Certificate of Occupancy or Certificate of Completion. 3. Residential or non-residential development. Initiation upon preliminary plat or site plan approval by the City. Termination upon the sale of 75% of the lots, dwelling units or buildings in the final phase, or at the end of six (6) continuous months during which no building permits have been issued for new construction or building activity has taken place within the development or site, whichever occurs first.

4. Election or political campaign. Initiation upon the filing for qualification of candidates and termination upon the final determination on each ballot issue or candidate. 5. Garage/Yard Sales. Initiation three (3) day prior to the announced date of the sale and termination at the end of the announced date. 6.. Special business promotions. Initiation upon the announcement of the special sale or sales event and termination upon its completion or thirty (30) days after initiation, whichever occurs first. Business promotion signs sixteen (16) square feet or greater in size may not be approved more often than four (4) times each calendar year on the same property. 7. Public announcement. Initiation upon the placement of the sign and termination within thirty (30) days after placement.

C. Number of signs Only one (1) sign related to each temporary event may be located on a lot at any one time and only one temporary event at a time is allowed on a lot, in addition to the following:

1. Sale or lease of a building or premises. One temporary event sign per lot that is available for sale or lease. For a planned center or a storefront development, one additional temporary event wall sign may be placed on wall façade of the space that is available for sale or lease. 2.. Election or political campaign. No limit. 3.. Banners. One banner per street frontage, not to exceed seven (7) days per calendar year. 4. Planned Centers and Storefront Developments. Each business conducting a special business promotion event is allowed one wall temporary event sign, subject to the duration set forth in section 31.120 (B)

#### D. Location

1.. All temporary event signs must meet setback requirements as set forth in Sec. 31.180 of this Chapter. 2. A temporary event sign must be located at least ten (10) feet from any other sign. 3. A temporary event sign shall be erected and maintained only with the permission of the owner of the property on which the sign is to be located.

#### E.. Permits and Sign Approval.

A temporary event permit shall be required for the following signs;

1. Banners 2. Freestanding temporary event sign sixteen (16) square feet or larger in size, with the exception of event signs for sale or lease of a building or premises; and event signs for elections or political campaigns. 3. Special business promotion signs. 4.. Garage/Yard sale.