

**For Office Use Only**

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

Zoning \_\_\_\_\_ Approved By \_\_\_\_\_ Date \_\_\_\_\_

Permit Expiration \_\_\_\_\_ Notes \_\_\_\_\_

**City of Loves Park  
Temporary Sign & Attention-Getting Device Permit Application**

Applicant \_\_\_\_\_

Phone Number \_\_\_\_\_

Business Name \_\_\_\_\_

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

Property Owner \_\_\_\_\_

Property Owner Approval (for Inflatables) \_\_\_\_\_

Temporary Sign & Attention-Getting Device permits are allowed for Grand Openings (within 6 months) or Store Closings for 30 days maximum with no fee, as well as 2 times per calendar year for special sales/events with a \$100 permit fee.

Temporary Permit Requested From \_\_\_\_\_ to \_\_\_\_\_ (14 days maximum)

Grand Opening/Closing Requested From \_\_\_\_\_ to \_\_\_\_\_ (30 day maximum)

Attach site plan or draw in box to show item location, with distance and size measurements.

Failure to follow the regulations set forth in the Loves Park Code of Ordinances may result in suspension of the permit, revocation of the right to obtain Temporary Sign & Attention-Getting Device Permits for 1 calendar year, and a fine of up to \$10,000 plus hearing fees.

**Applicant Hereby Certifies**

I hereby declare that the above and attached information is correct and hereby agree to comply with all applicable city codes including the BOCA and National Electric codes as amended. I further understand that I, as applicant, as well as the sign rental company, business owner, and property owner, together or individually will be subject to a fine of up to \$10,000 plus hearing fees if the temporary sign or attention-getting device is not removed beyond the expiration date or is otherwise in violation of city codes.

Fee \_\_\_\_\_

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

\_\_\_\_\_  
Date

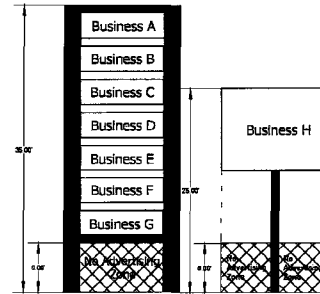
## Summary of Regulations:

(see Loves Park Zoning Ordinance, Article VI. Signs for further regulations)

### Temporary Signage (banners, placards, poster panels, etc.) Location Requirements:

1. On an existing sign structure so that such sign or attention-getting device meets all sign height and location requirements for the zoning district in which it is located.
2. On a building so that such sign or attention-getting device does not project out from the building or above the roofline.
3. Is not permitted in residential zoning districts.
4. May not face a parcel zoned residential with common lot lines.
5. May not be within 10 feet of a property line UNLESS there is a minimum 6 foot clearance from the ground to the base of the sign or attention-getting device.
6. May not be located within the vision triangle.

*Illustration depicts temporary signage placement for signs within 10 feet of a property line with street frontage.*



### Inflatable (balloons, etc.) Location Requirements:

1. On an existing sign structure so that such inflatable meets all sign height and location requirements for the zoning district in which it is located.
2. On the roof of a building or canopy in which the business is located.
3. On the property in which the business is located, within the building setbacks, provided such inflatable does not reduce the required parking, ingress/egress, travel lanes, or impede the Americans with Disability Act compliance.
4. May not face a parcel zoned residential with common lot lines.

### Walking Advertiser (mascots, etc.) Requirements:

1. Walking advertisers must remain on the zoning lot in which the business is located or in a location up to 5 feet away from the roadway adjacent to the zoning lot in which the business is located.
2. Walking advertisers may not reduce the required parking, ingress/egress, travel lanes, impede the Americans with Disability Act compliance, or be located in the vision triangle on a corner property for a distance of 30 feet from the intersecting property lines.
3. Walking advertisers may be in costume and/or have signage that is a permanent part of a person or mascot's costume. Walking advertisers MAY NOT hold or carry temporary signs or attention-getting devices.

