TEMPORARY SIGN PERMIT
CITY OF WATSONVILLE – Community Development Department
250 Main Street
Watsonville CA 95076
(831) 768-3050

FEES

□ TEMPORARY SIGN PERMIT

$__________

CITY USE ONLY

FILE NO. __________________________
RECEIPT # _________________________
DATE PAID _________________________

GENERAL INFORMATION

PROPERTY OWNER NAME __________________________ PHONE _______________________

PROPERTY OWNER ADDRESS __________________________

APPLICANT NAME __________________________ PHONE _______________________

BUSINESS/ORGANIZATION/GROUP NAME __________________________

501(c)(3) ORGANIZATION? □ Yes / □ No

PROJECT INFORMATION

SITE ADDRESS __________________________

WHERE/HOW WILL THE SIGN BE MOUNTED? __________________________

The definition of a “temporary sign” is as follows: “…any sign, banner, pennant, streamer, whirligig, valance, or advertising display constructed of cloth, canvas, light fabric, cardboard, wallboard, or other light materials, with or without frames…” (WMC § 8-6.101(q))

PROPOSED SIGN/MATERIAL __________________________

SIGN DIMENSIONS (30 SQ FT MAX) __________________________

REQUESTED PERIOD OF OPERATION (30 DAYS MAX/YEAR) __________________________ THROUGH __________________________

STAFF USE ONLY

Upon completion to conform to this application, the proposed entity is eligible to post the above described temporary sign under the conditions imposed in this application. This temporary use will comply with the provisions of WMC Chapters 8-6 & 14-12 with no significant environmental effect. Any alteration or expansion of the approved permit shall render this permit void.

HAS ENTITY RECEIVED A TEMPORARY SIGN PERMIT W/IN THE LAST 12 MONTHS? □ Yes / □ No

PERMITTED DAYS OF DISPLAY __________________________

DATE APPROVED __________________________ STAFF SIGNATURE __________________________

DATE DENIED __________________________ BY __________________________

REASON FOR DENIAL __________________________
**LETTER OF AUTHORIZATION**

This letter shall serve to notify and verify that I/we am/are the legal owner(s) of the property being considered under this application and do hereby authorize the above representative to file and represent my/our interest in this application. I/we am/are the legal owner(s) of said property; have read the foregoing Letter of Authorization and know the contents thereof; and so hereby certify (or declare) under penalty of perjury under the laws of the State of California that the information contained in this application is true and correct.

**OWNER OF RECORD:**

____________________________  ____________________  _____________
Printed Name                Signature                Date

I certify under penalty of perjury that I am the applicant and that the foregoing statements and answers contained herein and the information herein submitted, are in all respects true and correct. I also certify that all plans and submittal requirements are in accordance with the California Statutes and Watsonville City Code, and have been drawn to a standard engineering scale (e.g., 1”=20’, 1”=50’, 1”=100’) or architectural scale (e.g., 1/4” = 1”, 1/8” = 1”) that is appropriate to the project size, and clearly define and identify all of the required information.

**APPLICANT/APPLICANT’S REPRESENTATIVE:**

____________________________  ____________________  _____________
Printed Name                Signature                Date

**LIMITATIONS/RESTRICTIONS**

The following temporary signs are not permitted:

- Balloons, any size blow up balloon or inflatable device;
- Sandwich board/A-frame signs; and/or
- Pennants. (WMC § 8-6.206(b)(7))

Grand openings and anniversary events for businesses located within a non-residentially zoned property are limited to a maximum of seven (7) days, including setup and tear-down, and may be held no more than once annually. (WMC § 14-12.1302(b))

**SUBMITTAL REQUIREMENTS**

**ALL SITE PLANS MUST BE FOLDED BY THE APPLICANT TO A MAXIMUM 9” X 12” SIZE**

The following items must be complete and submitted with this application in accordance with WMC Section 14-12.1302, including all necessary signatures. Incomplete applications will not be accepted. In some cases, submittal of additional information may be required by the Community Development Department prior to application review.

- A detailed drawing of the proposed temporary sign.
- An elevation drawing of the Site showing site layout, size and location of the proposed temporary sign.