



Community Development & Inspection Dept.
 27600 Jefferson Circle Dr.
 St. Clair Shores, MI 48081

Phone: (586) 447-3340
 Fax: (586) 445-4098

City of St. Clair Shores Application for Temporary Sign Permit

Applicant _____ Driver's License # _____

Name of Business/Organization _____

Address _____ Zip Code _____

Business Phone _____ Home Phone _____

Business

Banner size _____

Wording on Sign

Location of Sign (i.e., on front or side)

Sign displayed from: _____ to _____
Maximum length of display is 30 days.

Each business location is allowed 2 temporary signs per year.

Permit fee is \$50
Bond fee is \$50

Non-Profit Organization

Banner size _____ A-Frame

Wording on Sign(s) _____

Placement of sign(s) include description of where it will sit.

Location #1 _____
Business name & address

Cross streets _____

Location #2 _____
Business name & address

Cross streets _____

Location #3 _____
Business name & address

Cross streets _____

Sign(s) will be displayed from: _____ to _____
Maximum length of display is 30 days.

Non-profit organizations must complete the attached
 Business Permission form.

Business
 Permission
 Attached

FAILURE TO REMOVE SIGN IN A TIMELY MANNER FORFEITS YOUR BOND.

I HAVE READ AND AGREE TO THE CONDITIONS ON THIS APPLICATION (SEE ATTACHED FOR MORE CONDITIONS)

_____/_____
 APPLICANT SIGNATURE DATE

The petitioner understands and agrees to the following conditions:

1. Signs cannot be placed on unapproved property.
2. Signs must be removed on or before date specified or \$50 bond is automatically forfeited.
3. Petitioner must place this permit in a conspicuous place.
4. Petitioner has received copy of the City Sign Ordinance (see below) and agrees to abide by all rules and regulations therein concerning signs, including other sections of this ordinance which may apply.
5. Code enforcement has the right to revoke this permit at any time if petitioner violates terms and conditions agreed do.
6. A temporary sign is intended to be erected only a few days or weeks.

City of St. Clair Shores Sign Ordinance 19.150

19.157 - Office and commercial district signs.

Sec. 39.7. The following signs shall be permitted in all districts zoned for office or commercial uses, including those districts zoned O-1, CR, B-1, B-2, B-3, WM, R-F and P-1:

G. Cloth and banner signs. Temporary cloth and banner signs shall be permitted in commercial districts subject to the following controls:

- (1)Duration: Temporary cloth and banner signs shall be erected for no longer than thirty (30) days. Damaged signs shall be removed or repaired immediately. Grand opening cloth and banner signs shall be subject to the duration restrictions of [section 19.157\(N\)](#).
- (2)Area: Such signs shall not exceed forty-eight (48) square feet in area.
- (3)Number: One (1) temporary cloth or banner sign shall be permitted per street frontage.
- (4)Location: No such sign shall extend beyond the building line or into a public right-of-way or obstruct points of escape from buildings or structures.
- (5)Illumination: Cloth or banner signs shall not be purposely illuminated.
- (6)Bond: Permits for temporary cloth or banner signs may be obtained from the Building Official. A cash bond or [of] fifty dollars (\$50.00) dollars shall be posted with the Building Official with each temporary sign application. The cash bond shall be released to the applicant upon removal of the temporary sign in compliance with the time stated on the application.

19.154 - Enforcement. (39.4)

(7) Applications for temporary signs.

- (a) An application for a temporary sign permit shall be submitted to the Community Development and Inspections Department/Building Official upon forms provided by the Building Official. Such forms shall contain all information specified in Section [19.154A \(3\)](#) for application for a permanent sign permit. An application and permit shall be required for each such sign. (amended eff. Oct. 18, 2013)
- (b) The Building Official shall have the authority to approve a temporary sign application and issue a permit to be valid for up to thirty (30) days in length or the duration of the event to which the sign applies, whichever is shorter. (amended eff. Oct. 18, 2013)
- (c) The following size limitations shall apply for all temporary signs:
 - (i) In residentially zoned areas: Twelve (12) square feet total for all faces of the sign combined. (amend. eff. Mar. 31, 2011)
 - (ii) In commercially zoned areas: Thirty-two (32) square feet total for all faces of the sign combined. The St. Clair Shores parade committee and the Harper Cruise committee shall be entitled to place one banner per sanctioned site as approved by City Council not to exceed a total size of 40 square feet. (amended Jan. 23, 2012)**
 - (iii) In industrially zoned areas: Thirty-two (32) square feet total for all faces of the sign combined.
- (d) A sign with more than one face shall have its faces back-to-back or arranged so that any two (2) faces which form a "V" in plan shall not have any angle greater than fifteen (15) degrees.
- (e) The sign shall contain no visible, revolving or mechanical parts or movement, or other apparent visible movement achieved by electrical, electronic or mechanical means, including intermittent electrical pulsations or blinking lights, or by action of normal wind current.

(f) The location, design, structure, materials and support shall not constitute a hazard to safety, health or welfare of the general public during its period of erection.

(g) The sign shall not be attached to a tree, fence, utility pole, standpipe, gutter, drain or fire escape or impair access to a roof or ingress or egress of any structure.

(h) The sign shall not be located on any public property, right-of-way or sidewalk or on any property designated or required for parking.

(i) The applicant shall submit the application fee for a temporary sign which shall be established by resolution of city council except as follows: (amended Jan. 23, 2012)

(1) City organizations, city-sponsored events or non-profit and not-for-profit organizations and functions will not be required to pay a temporary sign permit fee. Whether such organizations are city-sponsored or non-profit and not-for-profit associations or functions shall be within the sole discretion of the Building Official, the Sign Arbitration Committee or City Council, when applicable. (amended Oct. 18, 2013)

(j) No person, firm or organization shall be entitled to more than two (2) temporary sign permits per year. This regulation shall not be circumvented by a business, firm or organization's having a permit issued on its behalf to different applicants. In all cases where a person applies on behalf of any other person, firm, business or organization, such applicant shall divulge on the application form the name of the entity which is intended to benefit by issuance of the temporary sign permit.

(k) Prior to issuance of a temporary sign permit to the applicant, the applicant shall provide to the Building Official a permission form signed by the owner of the property where the sign is to be located. Such form, which shall be provided by the Building Official, shall specifically indicate that such organization has permission to erect a sign upon the owner's premises. A temporary sign for any organization which is not nonprofit shall only be erected on the organization's own property. (amended Oct. 18, 2013)

B. Prohibited signs. There shall be a rebuttable presumption that the entity and/or person advertising a product or service on any sign prohibited by this Ordinance is the entity and/or person responsible for the attachment, installation, erection, and/or placement of the sign. The following signs shall not be permitted, erected and/or maintained in any district (amend. eff. July 9, 2013):

(1) Signs which have flashing, blinking or moving lights, or expose incandescent light bulbs. This shall include strobe lights which are wholly located inside a building which are visible to the public outside the premises and are intended to attract the attention of persons not on the premises. (amend. eff. July 9, 2013)

(2) Cloth and banner signs, pennants, spinners, and paper festoon signs, except as permitted in Section 39.7 [19.157] (G), herein. (amend. eff. July 9, 2013)

(3) String lights used for commercial purposes, other than Christmas or other decorations. (amend. eff. July 9, 2013)

(4) Any sign which has any visible moving parts, visible revolving parts, visible mechanical movement of any description, or other apparent visible movement achieved by electrical, electronic, or mechanical means, including intermittent electrical pulsations, or by action of normal wind current, except time, temperature, and stock market signs as provided in Section 39.7 [19.157](I), and as provided in Section 19.155J. (amend. eff. July 9, 2013)

(5) Any sign or sign structure which is structurally unsafe, or constitutes a hazard to safety or health by reason of inadequate maintenance, dilapidation or abandonment, or is not kept in good repair, or is capable of causing electrical shock to persons likely to come in contact with it. (amend. eff. July 9, 2013)

(6) Any sign which obstructs a window, door or other opening that could be used for fire escape. (amend. eff. July 9, 2013)

(7) Any sign which makes use of the words "Stop", "Look", or "Danger", or any other words, phrases, symbols, or characters, in such a manner as to interfere with, mislead or confuse traffic. (amend. eff. July 9, 2013)

(8) Any sign or other advertising structure containing obscene, indecent, or immoral matter. (amend. eff. July 9, 2013)

(9) Any sign unlawfully installed, erected, or maintained. (amend. eff. July 9, 2013)

(10) Any sign now or hereafter existing which no longer advertises a bona fide business conducted or product sold. (amend. eff. July 9, 2013)

(11) Any sign attached to a standpipe, gutter drain, or fire escape, or any sign erected so as to impair access to a roof. (amend. eff. July 9, 2013)

- (12) Any sign that would project above the parapet line of any roof [except as permitted in Section] 39.7 [19.157] (J), and as permitted with ground or freestanding signs. (amend. eff. July 9, 2013)
- (13) Projecting or overhanging signs except as defined in Section 39.7 [19.157] (L) and permitted wall signs which may project up to twelve (12) inches from the face of the wall. (amend. eff. July 9, 2013)
- (14) Any sign which is attached to a tree, fence, or utility pole. (amend. eff. July 9, 2013)
- (15) Portable or temporary signs, except as specifically provided for in this Ordinance. (amend. eff. July 9, 2013)
- (16) Signs painted on or attached to a parked vehicle, truck, trailer, or van which is being used principally for advertising purposes, rather than for transportation purposes. This restriction shall not apply to permitted temporary truckload sales. (amend. eff. July 9, 2013)
- (17) Roof signs. (amend. eff. July 9, 2013)
- (18) Any other sign not specifically authorized by this Ordinance. (amend. eff. July 9, 2013)
- (19) Signs on street furniture, such as benches, newspaper stands, and trash receptacles. (amend. eff. July 9, 2013)
- (20) Temporary signs placed in the Public Right-of-Way. (amend. eff. July 9, 2013)

Business Permission Form

Non-Profit Organization _____

Sign Placement Date _____ to _____

I GIVE PERMISSION TO THE ABOVE ORGANIZATION TO PLACE A TEMPORARY SIGN ON MY PROPERTY ON THE DATES LISTED ABOVE.

BUSINESS NAME & ADDRESS

BUSINESS SIGNATURE

BUSINESS NAME & ADDRESS

BUSINESS SIGNATURE