

SPECIAL EVENT SIGN PERMIT APPLICATION

Permit Required: Any person or entity requesting a short-term use of temporary animated signs not otherwise permitted under the City's Sign Ordinance (including, but not limited to, beacons, pennants, freestanding banners, or inflatables used as signs for a special event) shall submit a Special Event Sign Permit Application to the Planning Division for approval prior to erection of any such sign.

Permit Review: The Planning Division shall review, approve, conditionally approve, or deny the Special Event Sign Permit application for communitywide events, grand openings, and other similar events as determined by the Planning Division to be a communitywide benefit, provided that such sign(s) 1). Not be located above the roofline; 2). Comply with traffic safety standards; 3). No entity or integrated development may be issued more than 2 such permits per calendar year; and 4). No Special Event Sign Permit shall exceed 14 consecutive calendar days.

Submittal Requirements: This application form shall be complete and submitted to the Planning Division, along with a non-refundable \$61.00 application fee. Additionally, a digital (PDF) site plan is required showing location (including setbacks) of all animated signs proposed. Applications and plans may be submitted via email to PlanningEPC@folsom.ca.us. Applications must be received at least one week prior to the proposed date for erection of special event sign(s), in order to provide notice of the Planning Division's determination.

Applicant Name:	Phone:	Date:
Applicant Address:		
Applicant Email:		

Name of Special Event:	
Site Address: (including name of center):	
Number of Special Event Sign(s):	
Type of Special Event Sign(s):	
Sign Location (Also See Site Plan):	
Proposed dates for Special Event Signage: _____ - _____ (____ days or ____ weeks)	
Special Event Sign Permit Number:	Application Fee: \$61.00
Community Development Department Approval:	Date:
Permit Valid _____ - _____ (____ days or ____ weeks	Year to Date:

Special Event Sign Permit Findings:

1. The special event sign(s) comply with traffic standards and will not jeopardize the general health, safety, and welfare of the community.
2. The entity or integrated development has not been issued more than 2 such permits this calendar year and the permit does not exceed 14 consecutive calendar days.

Special Event Sign Permit Conditions:

1. Special Event Signage shall be erected consistent with this permit. Signs shall not be located over the roofline of any building.
2. This Special Event Sign Permit shall be valid during the dates listed above. Sign(s) shall be removed by 6:00 a.m. on the day after permit expiration. Any permit renewal must be submitted to the Planning Division prior to permit expiration.
3. Any violation of these provisions is an infraction, punishable with penalties per FMC 17.59.064.