



CITY OF JOLIET
Building & Inspection Services
 150 W. Jefferson Street, Joliet, IL 60432
 P: 815-724-4070

Permit # _____
 Office Use Only

TEMPORARY SIGN PERMIT APPLICATION
 (BANNERS, FEATHER SIGNS, INFLATABLES)
Fee: \$50.00 per sign

DISPLAY PERIOD: Temporary signs can be displayed for a maximum 30-day period, twice per year.

PERMIT NOT REQUIRED: Temporary sign permits are not required for signs that meet the requirements of: civic flags, political signs, directional signs, or 501(c)(3) signs.

See Joliet Code of Ordinances, Section 2, Chapter 8, Division 10 and the Joliet Sign Ordinance (Section 47-17.21).

SUBMITTAL REQUIREMENTS	SITE PLAN REQUIREMENTS
<input type="checkbox"/> PERMIT APPLICATION <input type="checkbox"/> SITE PLAN <input type="checkbox"/> SIGN COPY AND SIZE	<input type="checkbox"/> LOCATION OF EXISTING AND PROPOSED TEMPORARY SIGNS <input type="checkbox"/> DISTANCE BETWEEN TEMPORARY SIGNS <input type="checkbox"/> DISTANCE FROM TEMPORARY SIGNS TO PROPERTY LINE <input type="checkbox"/> SITE DIMENSIONS INCLUDING STREET FRONTAGE

APPLICANT AND BUSINESS INFORMATION

Name of Business: _____
Property Address: _____
Name of Applicant: _____
Address of Applicant: _____
Applicant email: _____ **Applicant phone number:** _____

SIGN SPECIFICATIONS

	NUMBER	SIZE (SQ FT)	LONGEST DIMENSION (10 FT MAX)	SIGN COPY
Temporary Sign	_____	_____	_____	_____
Banner	_____	_____	_____	_____
Feather sign	_____	_____	_____	_____
Inflatable	_____	_____	_____	No Copy Allowed
Proposed Display Dates (Max. 30 days): _____ to _____				
Signature of applicant: _____				
Signature of property owner: _____				

Office Use only:

ZONING APPROVAL _____ PERMIT FEE _____
 BUILDING APPROVAL _____ PERMIT DATE _____

This sheet is for information only and need not be attached to the permit application submittal.

DEFINITION OF TEMPORARY SIGN

A temporary sign is a sign or inflatable intended to be displayed for a limited length of time, not permanently attached to a structure or foundation and that may be readily moved from one location to another. *See next page for civic flags, political signs, directional signs, or 501(c)(3) sign requirements.*

TEMPORARY SIGN RESTRICTIONS

1. Temporary Signs and Banners

- a. Maximum size: Temporary signs and banners shall not be more than ten (10) feet in one (1) dimension or more than sixty (60) square feet in total area, unless otherwise regulated in this ordinance.
- b. Location: Temporary signs and banners must be located outside of the public right-of-way and any clear vision triangle. No temporary sign or banner shall be erected so as to extend over or into any street, alley, sidewalk, or other public thoroughfare. No permit shall be granted if the proposed temporary sign or banner will in any way endanger persons or property or obstruct the view of any traffic signal. No temporary sign or banner shall be erected so as to project over any wall opening or so as to prevent free ingress to or egress from any door, window, or fire escape.
- c. Number: The total number of temporary signs and banners is limited to no more than three (3) in place at any one (1) time on any parcel.
- d. Spacing: Temporary signs and banners are limited to one (1) per every forty (40) linear feet of road frontage.

2. Feather Sign

- a. Maximum size: Each feather sign shall not exceed thirty-two (32) square feet in total area.
- b. Location: Feather signs must be located outside of the public right-of-way and any clear vision triangle.
- c. Spacing: Feather signs are limited to one (1) per every forty (40) linear feet of road frontage along the roadway. Should the proposed sign location be a multi-tenant strip-center, the width of the storefront is proportional to the number of feather signs allowed; one (1) sign per one (1) to thirty-nine (39) feet and one (1) sign per every additional forty (40) feet, up to a maximum of three (3) feather signs per storefront.

3. Inflatable:

- a. Inflatables means an inflatable character balloon which draws attention to a business site or event. Inflatables may not contain advertising messages and may not be located on rooftop areas.

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SIGN REQUIREMENTS

civic flags, political signs, directional signs, or 501(c)(3) signs

501(c)(3) sign means temporary signs for 501(c)(3) charitable organizations, for events such as car washes, garage sales, pancake breakfasts, meeting notifications, block parties, community gatherings that are educational in nature and the like, which are in place for a period not more than seven (7) continuous days and are not more than ten (10) feet in one (1) dimension or more than sixty (60) square feet in total area. No appurtenances shall be used with or as part of a 501(c)(3) sign, including but not limited to streamers, pennants, flags and balloons.

Civic flag means a device generally made of flexible material, usually cloth, paper or plastic, typically used as a symbol of a government, school, or religion, and not containing a commercial message. The term "civic flag" does not include feather signs.

Directional sign means off-site temporary directional signs designed and erected to serve as a public convenience in directing pedestrians and vehicular traffic for special events of a temporary nature such as carnivals, circuses and festivals, garage sales (any casual sale of tangible personal property in a residential district, also known as lawn sale, yard sale, apartment sale, moving sale, and estate sale), real estate open house, auctions, and the like, which are in place for a period not more than three (3) continuous days and are not more than four (4) feet in one (1) dimension or more than sixteen (16) square feet in total area. No appurtenances shall be used with or as part of a directional sign, including but not limited to streamers, pennants, flags and balloons.

Political sign means temporary or permanent signs which address the candidacy of any legal contender for public office, or which endorse a political party in general, provided that such sign may not exceed 16 square feet in area (there may be more than one sign per lot for this sign type). There is no limit to the number of days that a political sign can be displayed.

PROHIBITED SIGNS

Prohibited sign means any sign not specifically permitted including but not limited to roof-mounted signs, signs posted on utility poles or light poles, pennants and streamers, signs posted on unapproved supports, whirly-gigs, rotating and wind-dance air puppet signs.