



# TEMPORARY SIGN PERMIT APPLICATION

CITY OF MANTECA, COMMUNITY DEVELOPMENT DEPARTMENT,  
 1001 W. CENTER ST., MANTECA, CA 95337, (209)456-8500  
 planning@ci.manteca.ca.us

Applicant Info	Property Owner Info
Name: _____	Name: _____
Business Name: _____	Address: _____
Address: _____	City/State/Zip: _____
City/State/Zip: _____	Home Telephone: _____
Home Telephone: _____	Mobile No.: _____
Mobile No.: _____	E-mail Address: _____
E-mail Address: _____	Fax No.: _____
Fax No: _____	

### Submittal Required Info:

- Site plan indicating where temporary/portable sign will be located.
- Illustration, text and photo of proposed signs with dimensions.
- Signature of property owner allowing on/off site signage.

### Chapter 17.54.100-Allowed Off-Site Signage

This section describes standards for temporary promotional on-site and off-site signs. These signs require the issuance of a Temporary Sign Permit from the Community Development Director. Temporary signs may include, but are not limited to, commercial signs for grand openings, special product, sale, or event advertising. The following general rules/ standards apply to temporary promotional signs:

### Portable Sign:

- *Location:* Private property; 5 ft. setback from right-of-way (street or sidewalk)
- *Examples:* Banners, balloons, flags
- *Review:* Over-the-counter
- *Illumination:* Signs may not be illuminated.
- *Message:* Signs displaying a commercial message shall be limited to on-site signage only. Temporary off-site signage displaying a commercial message is prohibited.
- *Encroachment:* Signs shall not encroach on or above the public right-of-way or be attached to utility poles.
- *Duration:* 30 days every 3 months, (per location)

Applicant Signature _____	Print Name _____	Date _____
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Property Owner Signature _____	Print Name _____	Date _____
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### OFFICE USE ONLY

**Fee: \$ 47** Approval Signature: \_\_\_\_\_ Date \_\_\_\_\_

Assessor's Parcel No. (APN): \_\_\_\_\_ Application Number: \_\_\_\_\_