



City of Mission Viejo

Temporary Banner Sign Application

Community Development Department
200 Civic Center, Mission Viejo, CA 92691
Questions: (949) 470-3053

For your convenience you may email the application to: cd@cityofmissionviejo.org

Section 9.29.220(d) of the City of Mission Viejo Municipal Code permits temporary banner and window signs and posters for up to **42 days per calendar year**, subject to certain restrictions (see reverse for Code text), upon prior approval by the City's Community Development Department. Please note that such temporary signs and posters shall only be displayed within the applicant's private property or lease area (not within the public right-of-way), and shall not be visible from a freeway. Portable signs are prohibited. In addition, use of day-glo or neon colors on the temporary sign is not permitted, unless such colors are part of a registered trademark. **Application Fee: \$ 80**

(This section to be filled out by applicant)

Applicant's Name: _____

Business Name: _____

Business Address: _____

Phone Number and Email: _____

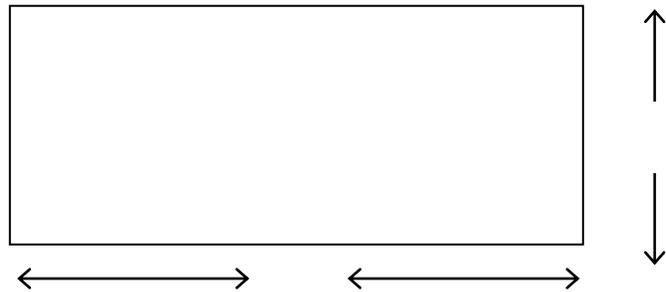
Date(s) requested to display temporary sign: _____

(Note: Temporary Signs are limited to a max of three events for a max total of 42 days per year.)

(Other acceptable time periods:

One 42-day period or two 21-day periods.)

Please briefly describe below your proposed Temporary sign in terms of size, location, text, and color. You may sketch in the area provided to further explain the proposed temporary sign. The standard banner sign size is 3' X 8' (24 sq. ft.).



I have reviewed and will comply with all applicable City sign regulations and will place the temporary sign only on my storefront or other approved location within my private property/lease area.

Applicant signature: _____ Date: _____

(This section for Community Development Department use only)

Date application received: _____ Receipt #: _____

Application is: _____ approved; _____ denied; or _____ approved subject to the following conditions:

Reviewed by: _____ Date: _____

cc: Code Enforcement and Applicant



City of Mission Viejo

Text of Section 9.29.220(d) of the City of Mission Viejo Municipal Code regulating Temporary Promotional Signs:

- (d) Temporary promotional signs. Temporary promotional signs on site in connection with the opening of a business, major remodeling under an active building permit, new owner of a business, closure of a business, or sale or special events at a business may be permitted with approval of the director subject to the following:
- (1) Such signs shall be limited to three (3) events and an aggregate maximum of 42-days per calendar year.
 - (2) Such signs shall be designed as banners or promotional posters.
 - (3) Such signs shall have a maximum total sign area of 24 square feet.
 - (4) No flags or balloons shall be displayed.
 - (5) If a temporary promotional sign is placed in a window or storefront, the temporary promotional sign, together with all other window signs in said window or storefront, shall not cover more than 25 percent of the window area within which they are placed. In calculating the maximum allowable coverage, exempt signs placed on the window and permanent window signs shall count against the 25 percent cap.
 - (6) The use of fluorescent, day-glo, and neon colors is prohibited unless such colors are part of a registered trademark.
 - (7) No employment opportunity signs shall be displayed except as otherwise permitted by Section 9.29.225(h) of this chapter.

Section 9.29.230(a) – Selected excerpts from “Prohibited Signs”

- (a) Unless expressly permitted elsewhere in this Chapter, the following signs are prohibited:
- (1) Any off-site or outdoor advertising sign or structures placed for the purpose of advertising a business not on the property upon which the sign is placed.
 - (2) No commercial sign shall be erected within or encroach upon any public property or within any public right-of-way.
 - (10) Pole signs.
 - (11) Signs on the rear of buildings or oriented toward a freeway unless approved by the Commission.
 - (18) Signs projecting in or on any public property or public right-of-way except as otherwise authorized by this Chapter.