



City of South Pasadena

Temporary Sign Permit

Planning and Building Department

Date: _____

Business name: _____

Address: _____

Applicant's name: _____

Phone number: _____

Sign dimensions: Height: _____ Area: _____

Sign description: _____

Dates of Display: Begin _____ End: _____

Sign Location: _____

Application Fee: **\$6.00**

Temporary signs are allowed in all zoning districts subject to the following requirements:

1. A temporary sign permit must be obtained from the Planning and Building Department prior to displaying any temporary sign.
2. Maximum area and height. Sign area shall not exceed six square feet and sign height shall not exceed 48 inches.
3. Number. No more than **one** temporary on-site sign shall be placed on any parcel. Temporary window signs shall be limited to 20 percent of the window area.
4. Duration. No temporary sign shall be in place for more than 30 days, and after removal, the site shall be free from temporary signs for a minimum of 30 days. A \$100.00 citation will be issued if the sign is not removed after the 30 day period.

****For Office Use Only****

Business License Application Received Business License Current

Issued By: _____ Date: _____