

City of Fairlawn Zoning, Housing & Residential Building Department

Temporary Sign Permit Application

Business Name _____

Business Address _____ Suite # _____

Property Owner _____ Phone _____

Property Owner Address (if different than above) _____

Contractor _____ Phone _____

Contractor Address _____

Date the sign will be placed: _____ Date the sign will be removed: _____

Size of Sign: Length _____ x Height _____ = _____ Total Square Feet

Estimated cost of sign \$ _____

Permit Fees:

- Temporary Sign - \$75.00 - Maximum 10 sq. ft. total for all temporary signage on property (Excludes political signs)
- Shopping Center Banner - \$150.00 charged annually.

Submit two (2) sets of plans indicating the proposed location on the parcel and the sign material/construction details. The undersigned (if not the owner) hereby states that authority has been granted by the owner to apply for this permit. All work shall be completed in a workmanlike manner and in compliance with the rules and regulations of the City of Fairlawn.

Non-Compliance: Erection of any sign before obtaining a permit requires an additional 200% of the permit fee.

Temporary Signs: By signing below you are agreeing that at the expiration of the permit term you will remove the temporary sign, upon the failure to do so within (3) days after expiration the City may remove and destroy or otherwise dispose of such sign at the applicant's expense.

Please allow 7 – 10 days for review of this application.

Applicant Signature _____ Date _____

Print Applicant Name _____ Phone _____

Email Address _____ Fax _____

(If you wish to be contacted by email)

Applicant must supply landlord/property owner with the attached code references page and submit confirmation of approval of this application by obtaining a signature below or by submitting a letter of approval:

Property Owner Signature _____ Date _____

3487 S. Smith Rd. · Fairlawn, OH 44333 · 330-668-9502 / (Fax) 330-668-9546
Email: bldg_zoning@fairlawn.us

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CODE REFERENCES

Shopping center banner: A banner mounted on a light pole on the property of a shopping center in a designated parking lot, and framed on at least two (2) sides.

1298.13 SHOPPING CENTER BANNERS.

- (a) Shopping Center Banners shall be permissible in shopping centers only.
- (b) The minimum distance between banners shall be one hundred (100) feet except when two (2) banners are affixed on opposite sides of the same pole.
- (c) The bottom of a banner shall be not less than fifteen (15) feet high.
- (d) The top of a banner shall not be higher than twenty (20) feet.
- (e) A banner shall not be closer than twenty (20) feet to the right-of-way.
- (f) A banner shall not exceed twenty (20) square feet in area.
- (g) The maintenance of shopping centers banners shall be in accordance with Section 1298.06.

1298.15 TEMPORARY SIGNS.

- (a) Temporary signs in nonresidential districts. The following regulations for temporary signs in nonresidential districts are in addition to the maximum sign area set forth in section 1298.09.
 - (1) Temporary signs may be ground signs or banner signs.
 - (2) The total maximum number and area permitted for temporary ground signs and temporary banner signs shall be regulated based on the district in which the lot is located. Only one side of a two-sided temporary sign is considered in calculating the maximum area of a two-sided sign.
 - A. In B-1, B-2, B-3, B-4 and B4a districts, a maximum of two signs per parcel shall be permitted provided the total area of all temporary ground signs and temporary banner signs shall not exceed ten square feet per parcel.
 - B. In M-1, M-2 and M-3 districts, a maximum of four signs per parcel shall be permitted provided the total area of all temporary ground signs and temporary banner signs shall not exceed thirty-two square feet per parcel.
 - (3) Temporary ground signs shall have a maximum height of four feet and shall be located a minimum distance from the public right-of-way that is equal to the height of the sign.
 - (4) One temporary ground sign permitted in 1298.15(a)(2) of this section may be erected for an unspecified time. All other temporary ground signs and temporary banner signs shall be permitted for a maximum of fifteen consecutive days, and not more than a total of seventy-five days per calendar year.
 - (5) Temporary signs that are erected in order to announce or advertise a specific event shall be removed within three days after the close of such event.
- (b) Temporary signs in a residential district may be erected for an indefinite time.
- (c) Special Event Signage.
 - (1) Signs shall be permitted per the provisions set forth in Section 856.
- (d) Construction and/or Development Signs. The issuance of a zoning certificate for construction shall include the right to erect a temporary construction or development site sign not over thirty-two (32) square feet in area, not over six (6) feet above grade and set back a minimum of six (6) feet from the right-of-way line. The sign shall contain the project name, telephone contact numbers for emergency use that are functioning twenty-four (24) hours a day and seven (7) days a week, the full names and addresses of the owners and the contractor. The construction sign shall be removed prior to the issuance of a Certificate of Zoning Compliance. A residential subdivision temporary construction site sign shall be permitted and shall be removed after the sale by the developer of twenty-five percent (25%) of the lots as approved by the City Planning Commission. If the contractor, owner or developer fails to comply with the removal, the City has the right to remove the sign and access to cost to the owner or original applicant.
- (e) Prohibited Temporary Signage. Portable signs, Feather flags, Illuminated signs, Streamers (long narrow flags, banners or pennants) and any other forms of advertising signage not specifically authorized herein are prohibited.