CITY OF GREENVILLE SPECIAL EVENT SIGNS APPLICATION

411 South Lafayette Street Greenville, Michigan 48838 (616) 754-5645, Ext. 112 Fax (616) 754-6320

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ign(s) shall not create a hazard, block the vision of		
strians and vehicles, or create and other unsafe condition. Zoning Administrato ign(s) shall not be placed in the street right-of-way, alley, or o	9	

3. The sign(s) shall be removed immediately after the completion of the activity.

ther public place.

4. Special Sign Permit Applications must be received 10 days prior to sign placement start date.

REQUIREMENTS & REGULATIONS FOR SPECIAL EVENT SIGNS

Definition of Special Event Sign:

Temporary signs containing public messages concerning special events.

All signs shall pertain only to the business or activity conducted on the premises, with the exception of political signs and special event signs (Amended 5/4/99).

Special event signs, including banner signs, are permitted in any zone district, subject to the following restrictions:

- 1. Special event signs may be located either on or off the lot on which the special event is held. A detailed list of each sign placement **must** be provided.
- 2. If sign will be located off the lot on which the special event is held a signed letter must be submitted by the property owner. Contact phone number must also be included.
- 3. The display of such signs shall be limited to the **twenty-one (21) days** immediately preceding the special event which is being advertised.
- 4. The maximum size shall not exceed **32 sq. ft.** and the height shall not exceed **6 sq. ft.** unless the sign is attached to a wall. The Zoning Administrator shall determine that such signs shall not create a hazard, block the vision of pedestrians and vehicles, or create any other unsafe condition (Amended December 2010).
- 5. Such signs shall be removed within **forty-eight (48) hours** of the conclusion of the special event which is being advertised.

Special Sign Permit Applications must be received 10 days prior to sign placement start date.



Letter of Agreement for Sign Placement

We agree to allow			
Start Date:		in the size of:	
Signature of Propert	y Owner	Date	
Property Owner or I	ts Agent Print Name		
Property Owner of the	s Agent Fint Name		

Letter of Agreement for Sign Placement

We agree to allow			
Start Date:		in the size of:	
Signature of Propert	y Owner	Date	
Property Owner or I	ts Agent Print Name		
Property Owner of the	s Agent Fint Name		

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