

Temporary Sign Agreement

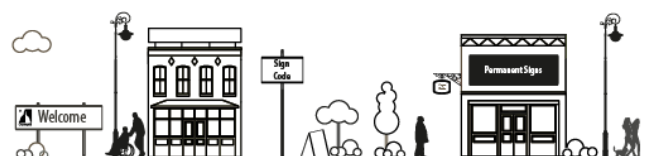
Prior to installing a temporary sign, a Temporary Sign Agreement shall be submitted to the City acknowledging the applicable standards. This applies to all temporary signs except Real Estate Signs and Noncommercial Speech Signs.

Standards for ALL Temporary Signs:

- Placed wholly within the site/property pursuant to the requirements of this chapter, except when allowed to extend into or be placed in the right-of-way. See OMC 18.43.060.
- Made of any durable material provided that the temporary sign otherwise conforms to the requirements of this chapter.
- Shall not be internally illuminated; emit noise; or move or vibrate (except feather signs).
- Temporary signs on commercial properties may be commercial or noncommercial in their message.
- Changing image sign features and electronic elements are prohibited.
- Signs specific to an event shall be removed within five (5) days of the end of the event.
- No more than four (4) temporary signs shall be installed at any one (1) use during any twelve (12) month period
- No more than one temporary sign shall be allowed at any one time. Sandwich board/pedestal signs and window signs do not count when a Temporary Sign Agreement has been filed and the signs are placed in accordance with the standards in the sign code.

The following Temporary Signs are allowed in the Business & Corridor Sign Zone:

Temporary Signs - Commercial Message		
Sign Type OMC 18.02.180	Maximum Size	Additional Provisions
Sandwich Board/ Pedestal	8 sq. ft., no greater than 4 feet in height or 2 ft. in width	See placement provisions below
Banner	32 sq. ft.; however for buildings or tenant spaces with an exterior wall width greater than 32 ft. in width, the maximum size of a banner shall be up to 1 sq. ft. of banner area for every one linear foot of exterior wall space up to 100 sq. ft.	The entire banner shall be attached flush to the façade of the building, anchored at all four corners, and may not extend above the roofline or around the corner of a wall
Construction	32 sq. ft.	When construction activity is taking place on site; Remove within 10 days of completion
Inflatable (No movement)	Max height: 20 ft. from ground	Max. number on display: 1 Min. days between inflatables: 14 may not include movement; must be secured in a manner that meets all code requirements for safety
Real Estate	See 18.43.080(I)	No temporary sign agreement needed
Window	Up to 35% of the window can be covered	No flashing, scrolling, movement



Sandwich Board Placement Provisions: Sandwich board/pedestal signs shall:

- Not create a traffic safety hazard by interfering with the vision of drivers entering or leaving the site.
- Be located so as not to interfere with the opening of car doors, use of bicycle parking facilities, bus stops, loading zones, or pedestrian traffic.
- Be located so an unobstructed passageway of at least forty-eight (48) inches is maintained for accessible travel routes for all on all public and private rights-of-way and walkways.
- Be placed directly in front of or adjacent to the sponsoring business and on the walkway directly in front on the business. It shall be no farther than twenty (20) feet from the public entrance to the business, unless an alternate location is approved by the city (for example, if one building is setback farther from the sidewalk than the adjacent buildings).
- Signs shall be placed entirely on private property unless the owner(s) of such sign assume liability for damage resulting from their use by providing the City with a notarized signed agreement (as provided by the City) holding the City harmless from any such resulting loss.
- Be placed in conformance with [Section 9.16.180](#) of the Olympia Municipal Code

Temporary Signs - Noncommercial Message

The sign area of all noncommercial speech signs on a lot shall not exceed 32 sq. ft.; If freestanding: Max height from grade to top of sign is 4 ft. if within 5 ft. of property lines; otherwise 10 ft.; If building mounted: Shall not extend above the roofline; Limit of one per street frontage. If placed within right of way, see additional provisions below.

All Noncommercial Speech Signs When In the Public Right of Way:

1. The sign surface area shall be no larger than 6 sq. ft.;
2. When posted, shall be no more than 4 feet above grade (30" or less in clear sight triangle);
3. Up to 3 temporary signs are allowed per street frontage.
4. Must be placed entirely outside the roadway and meet clear sight triangle requirements for driveways and intersections contained in Chapter 4 of the Engineering Design and Development Standards (see 4B.150, EDDS). Where no curb exists, the sign must be placed outside the roadway at least ten feet from the edge of the roadway;
5. Must not obstruct pedestrian or accessible routes to or along the sidewalk or encroach into the minimum clear pathway area of 48 inches in width; and
6. Must remain portable and not be attached or anchored in any way to trees or public property including, but not limited to, utility or light poles, parking meters, or pavement.
7. Only Yard/Lawn signs are allowed when placed in the public right of way.

For complete sign standards, see Chapter 18.43 of the Olympia Municipal Code.

