



# Temporary Signs: Downtown

## Temporary Sign Agreement

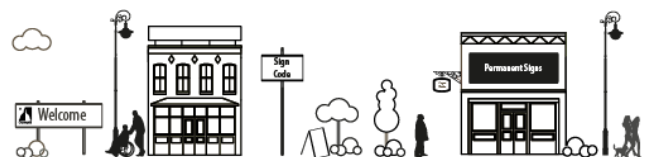
Prior to installing a temporary sign, a Temporary Sign Agreement shall be submitted to the City acknowledging the applicable standards. This applies to all temporary signs except Real Estate Signs and Noncommercial Speech Signs.

## Standards for Temporary Signs

- No more than one temporary sign shall be allowed at any one time, except sandwich board/pedestal and window signs shall not be counted when a Temporary Sign Agreement has been filed and the signs are placed in accordance with the sign code.
- Maximum length of display time is sixty (60) days, except for window and sandwich board signs.
- Temporary signs specific to an event shall be removed within five (5) days of the end of the event.
- Sandwich Board/Pedestal and Light Projection Signs shall only be displayed during business hours.
- No more than four (4) temporary signs shall be installed at any one (1) use during any twelve (12) month period.
- All temporary signs must be 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 by the City.

The following Temporary Signs are allowed in the Downtown Sign Zone:

Temporary Signs		
Sign Type OMC 18.02.180	Maximum Size	Additional Provisions
Sandwich Board/ Pedestal	8 sq. ft., no greater than 4 feet in height	See placement provisions below
Banner	32 sq. ft.; however for buildings or tenant spaces with an exterior wall width greater than 32 feet in width, the maximum size of a banner shall be up to 1 square foot 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
Light Projection	20 sq. ft.	Art/Tech and Entertainment Design Districts Only; Display shall project only on property occupied by the use or on the sidewalk portion of the public right-of-way within ten (10) feet of the public entrance; No motion of image allowed; Image can change once every 24 hours
Real Estate	See 18.43.080(I)	No temporary sign agreement needed
Window	Up to 25% of the window can be covered with logos, text, or window films	No flashing, scrolling, movement



# Temporary Signs: Downtown

## **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

## **Noncommercial Speech Signs:**

Signs expressing noncommercial messages such as public/community events, religious, political, ideological, or other philosophical messages. Noncommercial speech signs do not promote commercial businesses, projects or services. The content of such signs is not regulated but the sign is subject to 18.43.060, any placement standards for the sign type in Section 18.43.080, and the following requirements:

### On private property:

- Sign area of all noncommercial speech signs on a lot shall not exceed thirty-two (32) sq. ft.
- If Freestanding: Maximum height from grade to top of sign: four (4) feet within five feet of property lines; ten (10) feet if more than five feet from all property lines.
- If Building Mounted: Shall not extend above the roofline.
- Number: Limit of one per street frontage.

### When In the Public Right of Way:

- Size/Area: Sign surface area shall be no larger than six square feet;
- Height: Sign height, when posted, shall be no more than four (4) feet above grade (thirty inches or less if in clear sight triangle of driveway or intersection);
- Number: No more than three (3) temporary signs are allowed per street frontage adjacent to any one parcel, including all other temporary signage allowed.
- Sign must be placed entirely outside of the roadway and meet the clear sight triangle requirements for driveway and street 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;
- Sign 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
- Sign must remain portable and may not be attached or anchored in any way to trees or to public property including, but not limited to, utility or light poles, parking meters, trees, or pavement.
- Only Yard/Lawn signs are allowed when placed in the public right of way.

