



TEMPORARY SIGN APPLICATION

- An approved temporary sign application does not do away with a private property owner’s right to have signs removed from their property for any reason. Furthermore, The City of Athens is **NOT** giving permission for signs to be placed on private property. So, ask property owner permission before putting up a sign up.
- Signs cannot be placed in the Right-of-Way. Signs cannot be attached to any utility poles or street signs. Signs must be located 10 feet from power lines.
- No sign is to be put up without an approved application.

What is the name of event? (examples: 30% Off Sale, Fiddler’s Convention, New Ownership, Smith Family Auction, Veterans Day Sale)

Dates

All dates must include month, day, and year. A temporary sign cannot be displayed for more than two (2) months during any six (6) month period.

Application date _____

Event beginning date _____

Event ending date _____

Erect sign on _____

Remove sign on or by _____

↑ Must be no more than 7 days after event ending date. ↑

Sign Location

Must be on-premises. Cannot be in a right-of-way. Cannot be attached to any utility poles or street signage. Must be located 10’ from power lines.

Contact Info.

Company/Organization Erecting Sign _____

Representative’s Name _____

Address _____

Phone no. _____

Email _____

Sign Details

Maximum face size of thirty-two (32) square feet

Face size (width x height): _____ Face area (square feet): _____

Text on sign face: _____

*By submitting this application, I hereby affirm that the above temporary sign will be removed within 7 days of the end of the event or the date given above. I affirm that the sign will **not** be erected until approval is given, and does **not** violate any other provisions of the Zoning Ordinance. I have the authority to submit this application, if not I can be prosecuted to the maximum extent of the law.*

City Hall

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Questions → Mac Martin — 256-233-2224



A fillable form is available on our website www.AthensAL.us, under the Online Services menu > Applications and Forms.

Approved by Public Works: X _____

Date: _____

Temporary Sign Regulations

A Temporary Sign Application must be submitted to the Public Works Building. **No sign is to be erected without prior approval.** The Sign Control Regulations in the Zoning Ordinance of the City of Athens, Alabama, were originally adopted on February 28th, 2000. The below Zoning Ordinance excerpts apply to temporary signs, for specifics please refer to the Zoning Ordinance.

§2.2 Definition of Specific Terms and Words.

Banners, posters, etc. A type of temporary sign of canvas, plastic sheeting, paper, cardboard or cloth without its own supporting frame, but attached to posts, poles, or other stationary structures by cords, ropes, elastic bands (shock cords, bungee cords, etc.) or other fasteners; or affixed to a flat surface such as an exterior wall, window, or mansard.

Temporary sign. Any display, informational sign, or other advertising device in any zoning district and that is of a non-permanent nature and is intended to convey information about a specific, timed event rather than an ongoing occurrence.

[...]

13.2.4. Components of a Signage Site Plan. The Signage Site Plan shall contain the following information:

B. Temporary Signs:

- 1) The specific beginning and ending dates of the timed event that the sign(s) will be advertising
- 2) Information about the size of the sign(s) in area, with dimensional notations and information that will be displayed on the signs
- 3) An affirmative statement by the applicant that the permitted temporary sign will be erected and removed in accordance with the dates stated on the application

[...]

§13.3 General Sign Regulations.

13.3.1. Public Right-of-Way. No sign of any type, or any part of a sign, or any foundation or support of any sign, whether requiring a permit or not, shall be erected, located, or placed in or projected over any public thoroughfare or alley ROW, or in any utility or drainage easement, except as provided by this Ordinance.

13.3.2. Power and Telephone Poles. No sign shall be placed or mounted on power poles and/or telephone poles, nor be maintained or erected in anyway that will interfere with power lines and/or telephone lines. Signs shall not be located closer than ten (10) ft to any existing or proposed power line, nor shall they be placed directly under the power lines.

13.3.11. Banners, Posters, etc. These are considered a type of temporary, non-permanent signage as defined in Article 2.

- A. These signs may be completely attached to an on-premise permanent detached sign, but in no case shall these be wholly or partly attached to a utility pole, street light, or other municipally owned pole or object.
- B. Banners displayed off-premise are prohibited.
- C. Over-the-street banners are prohibited.
- D. These signs are also prohibited from being attached to any railroad trestle or bridge which crosses a ROW.
- E. No more than two banners are allowed per site or per tenant in group occupancy at one time.
- F. The size of the banner shall not exceed thirty-two (32) sf.
- G. These signs are required to be removed within seven (7) days of the conclusion of the event.

13.3.15. Temporary Signs. A temporary sign may shall not be displayed for more then two (2) months during any six (6) month period; shall not exceed thirty-two (32) sf in size; and shall be located on-premises. In no event shall any temporary sign be permitted in violation of any provisions of this Ordinance, and shall be administratively approved by the Zoning Official.