



**City of Calimesa Planning Department**  
**TEMPORARY SIGN PERMIT APPLICATION**

TSP No. \_\_\_\_\_

Business Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Job Address: \_\_\_\_\_

Business Owner Name/Address/Phone #: \_\_\_\_\_

Contractor Name/Address/Phone #: \_\_\_\_\_

Contractor's State License #: \_\_\_\_\_

Contractor's Business License #: \_\_\_\_\_

Measurement of Proposed Sign: \_\_\_\_\_

Sign Copy: \_\_\_\_\_

Colors by Paint Manufacturer and ID #: \_\_\_\_\_

Lighting: \_\_\_\_\_

**SUBMITTAL REQUIREMENTS:**

1. Completed application form and fee.
2. Plans drawn to scale indicating the sign area, dimensions proposed copy, colors, materials, and method of illumination, if any.
3. Site plan indicating the location of the proposed sign on the subject property.

**CASH DEPOSIT:**

In any case where a permit is issued for a temporary sign or advertising display, the Director of Planning shall require, as a condition of approval of the permit, that the applicant post a cash deposit in the amount of the estimated cost of removal of the sign not to exceed five hundred dollars (\$500.00), refundable upon removal of the sign, and written authority to permit the City to enter upon the site and remove and dispose of the sign in the event such sign is not removed within a reasonable time period.

**PERMIT REQUIRED:**

Signs requiring a Temporary Sign Permit include the following:

1. **Directional Subdivision Signs.** A temporary sign permit is required prior to the placement of a directional subdivision sign either on or off the subject property. Such signs shall comply with the regulations of Section 18.50.130 of the Calimesa Municipal Code for off-site directional signs.

**2. Special Event Signs and Banners.** A temporary sign permit is required before any special event sign or banner may be placed on private or public property. A special event sign or banner is intended to inform the public of a unique happening, action, purpose or occasion such as a community event. The Director of Planning shall approve, conditionally approve, or deny applications for special event signs and banners subject to the following:

- a. A special event sign or banner permit may be granted for two (2) forty-five (45) day periods per year, but in no case shall such periods combined exceed ninety (90) days per year.
- b. In the case where the use is temporary, the time period for the temporary sign or advertising structure shall be the same as the time period for the temporary use permit issued.

**3. Model Home Complex Signs.** A temporary sign permit for model home complexes may be issued for model home complexes in accordance with Section 18.50.050(F)(6), Model Home Complex, of the Calimesa Municipal Code, provided the signs are in compliance with all other applicable laws and ordinances.

**4. Grand Opening Signs.** A temporary sign permit is required before any grand opening signage may be placed on a site. Grand opening signs may be utilized for a period not to exceed thirty (30) days. Inflatable balloons, statuaries, banners, flags and spot lights may be permitted.

Signature of Applicant: \_\_\_\_\_

I HEREBY CERTIFY, under the penalty of perjury, that I am the owner of the property for which this application is made and, in that capacity, have given authority to the above listed applicant to act on my behalf.

Dated at \_\_\_\_\_, California, on \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Signature of Landowner

\*\*\*\*\*FOR CITY USE ONLY\*\*\*\*\*

<p>Stamp Received</p>          <p>Initials _____</p>	<p>Date Received: _____</p> <p>By: _____</p> <p>Amount Received: _____</p> <p><input type="checkbox"/> Cash</p> <p><input type="checkbox"/> Credit, Last 4-digits: _____ MC/Visa</p> <p><input type="checkbox"/> Check; number: _____</p> <p>Receipt No.: _____</p>
--	---