



CITY OF MOORPARK

COMMUNITY DEVELOPMENT DEPARTMENT | 323 Science Drive, Moorpark, California 93021
Main City Phone Number (805) 517-6200 | Fax (805) 532-2540 | www.moorparkca.gov

OPEN HOUSE DIRECTIONAL SIGN PERMIT APPLICATION

Please print or type.

APPLICANT INFORMATION

Office Name

Realtor Name

Address

Phone

City, State and Zip Code

Email

Realtors & Real Estate Offices are required to have an active Business Registration (BR #): _____

Type(s) of Permit	Number of Stickers	Prior to July 1	After July 1
☐ Owner/Seller	5	\$210.00	\$105.00
☐ Individual Realtor	5	\$210.00	\$105.00
☐ Real Estate Office	60	\$629.00	\$314.00
☐ Additional Stickers	_____	Always \$6.00	Sticker Total: \$_____

Please note a 6% technology enhancement fee is assessed on all applications

Read the following Open House Directional Sign Conditions:

1. Use only one sticker per sign placed on the lower right corner of the sign.
2. Signs can be placed in the sidewalk within the public right-of-way as long they are at least fifty (50) feet away from the end of the curb return at a street corner (from the intersection).
3. Signs can be placed on private property with permission of the property owner.
4. Signs cannot interfere with or impede traffic of any kind.
5. Pedestrian access (minimum 6-foot width) must be maintained on the sidewalk. Where a sidewalk is less than 6 feet wide, an open house sign cannot be placed on the sidewalk.
6. Only one (1) sign can be placed at each location (each street corner), with a maximum of five (5) signs per open house location.
7. Signs can be up to a maximum area of four (4) square feet per side (signs may be double-sided) with a maximum height of three (3) feet for the sign structure.
8. No balloons, flags, pennants, or any other objects may be placed on or near the sign.
9. Signs cannot be illuminated or include lighting.
10. Placement of open house signs is restricted to 7:00 a.m. to 6:00 p.m. on caravan day and on Saturdays and Sundays. Failure to remove signs after the allowed hours may result in confiscation of signs, citation, or revocation.
11. Open house signs shall comply with all sign regulations noted in Municipal Code Section 17.40.100.

MY SIGNATURE BELOW INDICATES THAT THE INFORMATION GIVEN IS CORRECT, THAT I HAVE READ THIS APPLICATION IN ITS ENTIRETY AND THAT I AGREE TO COMPLY WITH ALL PROVISIONS OF TITLE 17 (ZONING) OF THE MOORPARK MUNICIPAL CODE. ALL OPEN HOUSE DIRECTIONAL SIGN PERMITS SHALL EXPIRE ON DECEMBER 31 OF EACH YEAR.

Applicant Signature: _____

Date: _____

STAFF USE ONLY BELOW THIS LINE

Approved By: _____

Staff Verified BR# _____

Date: _____

Open House Directional Sign Permit No.: _____