



MENIFEE
**COMMUNITY
DEVELOPMENT**

For Official Use Only

Project Number: _____
Date Received: _____
Received By: _____
Payment Received: _____
Case Planner: _____

APPLICATION FOR TEMPORARY ONSITE COMMERCIAL SIGNAGE

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

Please Note: Application submittals are accepted electronically at planning_submittals@cityofmeniffee.us. Applications submitted without the appropriate payment will not be processed until the application fee is paid. Contact the Community Development Department at (951) 723-3741 for questions regarding the application.

APPLICATION INFORMATION:

Applicant's Name: _____ E-Mail: _____

Mailing Address: _____
Street

City State ZIP

Daytime Phone No: (____) _____ Fax No: (____) _____

Property Owner's Name: _____ E-Mail: _____

Mailing Address: _____
Street

City State ZIP

Daytime Phone No: (____) _____ Fax No: (____) _____

AUTHORITY FOR THIS APPLICATION IS HEREBY GIVEN:

I certify that I am/we are the record owner(s) or authorized agent and that the information filed is true and correct to the best of my knowledge. (Authorized agent must submit a letter from the owner(s) indicating authority to sign in the owner's behalf.

PRINTED NAME OF PROPERTY OWNER(S)

SIGNATURE OF PROPERTY OWNER(S)

PRINTED NAME OF PROPERTY OWNER(S)

SIGNATURE OF PROPERTY OWNER(S)

If the subject property is owned by persons who have not signed as owners above, attach a separate sheet that references the application case number and lists the printed names and signatures of all persons having an interest in the property.

APPLICATION FOR TEMPORARY ONSITE SIGNAGE (COMMERCIAL)

PROPERTY INFORMATION:

Address: _____

Assessor's Parcel Number(s): _____

General location (nearby or cross streets): North of _____
South of _____
East of _____
West of _____

PROJECT INFORMATION:

Choice of two temporary sign types at a time (maximum of two signs total at a time):

- ☐ **Temporary Wall Sign**
- ☐ **Temporary Freestanding Sign (excluding flags)**
- ☐ **Temporary Flag**

Time Period (Cannot exceed 45 consecutive calendar days, maximum of 90 days a calendar year):

Up: ____/____/____
Up: ____/____/____
Up: ____/____/____
Up: ____/____/____

Down: ____/____/____
Down: ____/____/____
Down: ____/____/____
Down: ____/____/____

Sign Description: _____

Temporary Onsite Commercial Sign Standards:

Sign Type	Development Standards			
	Maximum Number Permitted	Maximum Area	Maximum Height	Minimum Setback from ROW ⁽¹⁾
Wall	1 sign per establishment	50 sf	Roofline	5 ft.
Freestanding Sign, Excluding Flags			8 ft.	5 ft.
Flags	1 flag	30 sf per flag	15 ft.	5 ft.

Table Notes:

(1) Must be located outside of the clear visibility triangle.

(2) Choice of two temporary sign types at a time, unless otherwise approved as part of a temporary event permit.

APPLICATION FOR TEMPORARY ONSITE SIGNAGE (COMMERCIAL)

SUBMITTAL REQUIREMENTS:

The following items must be submitted or the application will not be accepted:

THE TEMPORARY ONSITE SIGNAGE PACKAGE MUST CONSIST OF THE FOLLOWING:

- ☐ Non-refundable application fee.
- ☐ Elevation/drawing of each sign including the dimensions (feet & inches and a copy of the lettering or graphics on the proposed sign).
 - All temporary signs and banners shall be made of a material designed to maintain an attractive appearance for as long as the sign is displayed.
- ☐ For wall signs, provide an elevation of the building on which the sign will be mounted, that shows the location of the sign and height of the building and height of the sign.
 - Identify how the sign will be attached to the building
- ☐ Site Plan that shows the location and type of each sign requested.
 - Show the property lines and location of right-of-way and distance of the sign to these items.
 - Signs must be located five feet from the public right-of-way
 - No freestanding signs are allowed within the public right-of-way (approximately 6-21 feet behind the curb – on newer developments, the right-of-way is delineated with a mow curb)
 - Identify names of adjacent street
 - Show adjacent driveways and sidewalks and distance of the sign to these items.
 - Freestanding signs must be located outside of the clear visibility triangle (outside the line of sight for the operator of any motor vehicle)
 - Signs cannot impede the movement of any pedestrian, bicyclist or vehicle
 - Signs shall not be located or constructed so as to pose or create a safety concern
 - Temporary signs shall not be illuminated

I, the applicant, hereby certify the following:

1. All information on this application, including all required plans, is true and correct to the best of my ability.
2. Should any or all of the information submitted be false or incorrect, I agree to defend, indemnify, and hold the City of Menifee harmless from liability and loss by reason of its reliance on any such information.
3. I acknowledge that after the expiration of the temporary sign permit, I will not be able to obtain another permit for the period indicated in Menifee Municipal Code Chapter 9.220 Sign Regulations.
4. I have read the Temporary Sign Permit requirements and standards, understand them and will comply with all requirements and standards.

PRINTED NAME OF APPLICANT

SIGNATURE OF APPLICANT