



This handout outlines temporary signage information. Information may be obtained from the Planning and Development Department (P&D), Sign Section at 200 W. Washington, 2nd Floor, Phoenix, AZ 85003-1611 or call (602) 495-0301.

P&D staff may issue permits for temporary events, grand openings/temporary business identification while awaiting permanent signage, temporary business identification during periods of right-of-way construction, and temporary signs for places of worship. Balloons and banners may be used as temporary signs, however, portable "A" frame signs, pennants, streamers, or other similar devices are not permitted. The following information should be used as a general guideline (Section 705.D.a,b,c,d and e).

A. General Requirements for All Temporary Signs

All temporary signage requires a sign permit prior to any installation. For fees, please refer to the current Fee Schedule, Sign Section.

1. Signs permitted by Section 705.D.10.c. may include banners and balloons but shall not include portable "A" frame signs, pennants, streamers or other similar devices.
2. Temporary signs shall comply with all applicable codes and ordinances.
3. No temporary signs shall encroach into the public right-of-way or the traffic visibility zone at corners or driveways.
4. Balloons shall be subject to the following safety standards:
 - (a) Balloons shall be securely fastened.
 - (b) Balloons shall be setback from the property line at least one (1) foot for each of the height of the balloon, including the tethering cord.
 - (c) Balloons shall not project above the roofline.
5. Banners shall be subject to the following safety standards:
 - (a) Banners shall be attached to a solid structure in a secure manner.
 - (b) Banners shall have a minimum clearance of eight (8) feet above grade when placed above an area open for the common or general use of the public.
 - (c) Banners shall be vented to ensure they will withstand wind pressure from any direction applied to the projected exposed area.
 - (d) Banners shall not project above the roofline.

Banners and balloons should **NEVER** be placed near power lines.

B. Event Signs

1. Signs may be erected no more than two (2) days prior to the event and shall be removed no more than one (1) day after the event.
2. The sign may be erected for five (5) consecutive days in accordance with Section 708 of the Zoning Ordinance.
3. Temporary signs are limited to no more than four (4) events at one site per calendar year.

C. Business Identification (During Construction)

1. This type of signage is permitted only during periods of construction in adjacent right-of-way; the signs must be removed immediately upon restoration of traffic flow on the affected right-of-way construction

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zone.

2. The lot or parcel on which the business is located must be immediately adjacent to the right-of-way construction zone.
3. Temporary signs are limited to one per street front and are limited to sixteen (16) square feet in area and can be no more than five (5) feet in height.

D. Business Identification (Grand Opening)

1. Temporary business identification is limited to one (1) sign per street front.
2. Temporary business identification/Grand Opening signage shall be erected for a period not to exceed fourteen (14) days.
3. Permits for Grand Openings shall be issued only if a valid building permit for construction or alteration of the building or suite for that location has been issued, or a valid application for a Certificate of Occupancy has been made, if required, for the address (and suite number, if applicable) in question.

E. Places of Worship

1. Temporary signs shall be erected only on the future building site of a place of worship.
2. Signs are limited to one (1) per street front, thirty-two (32) square feet in area and eight (8) feet in height.
3. If signs are double-faced, the faces can be no more than six (6) inches apart.
4. Signs shall be set back ten (10) feet from the public right-of-way.
5. The sign(s) shall be subject to the provisions of Section 705.G of the Zoning Ordinance regarding sign structural design.
6. The sign shall require a permit from Development Services Department.