



PORTABLE SIGN PERMIT APPLICATION

City of Manteca, Community Development Dept.
 1001 W. Center Street, Manteca, CA 95337

Phone: (209) 456-8500: Fax: (209) 923-8949; Email: planning@ci.manteca.ca.us

Applicant Information	
Name: _____	
Address: _____	
City: _____	State: _____ Zip: _____

Business Information	
Name of Business: _____	
Physical Address: _____	
Phone: _____	Fax: _____ E-mail: _____

Submittal Requirements:
<ul style="list-style-type: none"> ◆ Site plan indicating where temporary/portable sign will be located. ◆ Illustration, text and photo of proposed signs with dimensions. ◆ Signature of property owner allowing on/off site signage. ◆ Certificate of Insurance naming the City of Manteca, elected officials, employees and agents as insureds.

Duration of Sign:
<ul style="list-style-type: none"> ◆ <i>Portable Sign:</i> 1 A-frame sign or 1 flag per year; annual renewal required ◆ <i>Human Sign:</i> 1 per year; annual renewal required

Chapter 17.54.100-Allowed Off-Site Signage

This section describes standards for off-site signs. These signs require the issuance of a Portable Sign Permit from the Community Development Director. Off-site signs may include, but are not limited to, A-frame signs, flags or human signs. The following general rules/ standards apply to portable promotional signs:

Portable Sign:
<ul style="list-style-type: none"> ◆ <i>Location:</i> Shall be located outside of any clear visibility triangle at streets & driveways, at least 4-feet of clear passage along sidewalk allowed, and set back at least 1-ft from curb. ◆ <i>Number of Signs:</i> One A-frame sign or 1 flag per 50-feet of business frontage ◆ <i>Sign Area:</i> A-frame: 2 faces & 4'x3' maximum area per face (12 sq. ft. max) -Flag: 15' maximum height, 2' maximum width (15 sq. ft. max area) ◆ <i>Time of Day:</i> Signs allowed during business hours. ◆ <i>Illumination:</i> Signs shall not be illuminated. ◆ <i>Review:</i> Approximately 1 week (5 working days)

Human Sign:
<ul style="list-style-type: none"> ◆ <i>Location:</i> Shall not interfere with pedestrians or vehicular traffic, and not be located in areas required for clear visibility at intersections. ◆ <i>Number of Signs:</i> 1 per business location ◆ <i>Sign Area:</i> Signs worn/carried/held can be no larger than 12 sq. ft. ◆ <i>Time of Day:</i> Shall be allowed during daytime (sunrise to sunset). ◆ No illumination, animation, flashing, blinking, rotating lights, etc. ◆ <i>Review:</i> Approximately 1 week (5 working days)

Applicant Signature

Date

Property Owner Signature

Date

*****Department Use Only*****

Application No: _____ Approved By: _____ Zoning: _____
 Date: _____ Assessor's Parcel Number: _____