

TEMPORARY SIGNS

WHAT IS A TEMPORARY SIGN?

Any sign that is not intended to be permanently located on your property is defined by the Zoning Ordinance for the Town of Avon as a temporary sign and is subject to specific zoning regulations.

Unless otherwise noted, all signs referred to in this flyer are to be located on the same site as the activity being advertised. For information regarding off-premise signs, please refer to Section 18-10 of the Avon Zoning Ordinance, or contact the Town Zoning Administrator.

DOES MY TEMPORARY SIGN REQUIRE A PERMIT?

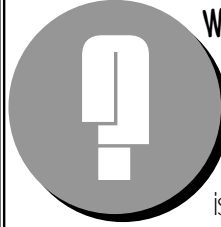
Yes. With a few exceptions, all temporary signs require permits. The following sign types are exempt from permits but must still follow the regulations specified below:

Signs announcing a property for sale or lease (real estate signs)

When advertising a single home or other residential property for sale or lease, you may display one 'for sale' sign up to 4 feet tall and 6 square feet in area. This must be at least 10 feet from your property line and has to be removed within seven days after closing on the property. You may have an additional 'open house' sign that is up to 2 feet tall and up to 4 square feet in area for up to 24 hours before and after any open house you hold. You or your realtor may also advertise your open house with directional signage at your subdivision entrance and on any corner where a change in direction is required to reach your house. These signs must stay out of the right-of-way and must be removed within 6 hours after the open house ends.

For developers/realtors selling residential subdivision lots, condos, and the like, you may provide a 'for sale' sign up to 16 square feet for sales of 10 acres or less and up to 32 square feet for sales of more than 10 acres. One sign is permitted for each street the property fronts on. However, signs must be placed at least 10 feet from the property line and be removed within 7 days of the closing of the last lot. You may not place off-site directional signage anywhere in the Town. The same guidelines apply to the sale of non-residential property. However, the area of a 'for sale' sign for non-residential properties are limited to 16 square feet if you are selling five acres or less, up to 32 square feet for 5 to 10 acres, up to 48 square

WHAT IS A RIGHT-OF-WAY?



Under no circumstances are temporary signs permitted within a road right-of-way or obstructing any sidewalk. The road right-of-way is that area along the side of a road that is not private property but belongs to a municipality or the State of Indiana. Generally speaking, utilities are located within the right-of-way. Therefore, if your sign is closer to the road than the utility pole, it is in the right-of-way and it must be moved. The Town may remove any signs placed in the right-of-way without warning, so play it safe and keep signs on your own property!

feet for 10-20 acres and up to 64 square feet for sales of more than 20 acres.

Signs announcing a construction project or a specific contractor (construction and contractor signs)

For construction projects, signs announcing the type of construction (i.e. future user) or promoting the contractors working on the site may be permitted without a permit. Each property may have two such signs per street frontage. Construction signs are limited to 32 square feet in area and 10 feet in height. They must be removed within 10 days of completion of construction and before any users occupy the building. If you are a business or a home owner that is remodeling, installing a pool, or having any other type of work done on your property by a contractor, that contractor, with your permission, may install a sign on your property advertising his/her business. These contractor signs are limited to 4 square feet in area and 3 feet in height. They must be removed once the contractor has finished the project.

Political signs

There are local restrictions regarding the placement and length of time these signs can be displayed. Under no circumstances shall political signs be permitted within the right-of-way. Please contact someone at Town Hall for more information.

Signs displayed within a window (window signs)

Any one may put signs in their windows without a permit, provided the sign does not cover more than 25% of the window area.

HOW DO I APPLY FOR A PERMIT FOR A TEMPORARY SIGN?

Applicants for temporary sign permits are asked to fill out a sign permit application and pay a nominal fee (see Town Hall for a current fee schedule). The permit applicant must also submit a diagram showing the number of signs, the exact location of the sign(s), the size of the sign(s), when they plan to display the sign(s), and any other information necessary to show that the sign(s) meet the requirements of the zoning ordinance.

A VEHICLE IS NOT A SIGN!

Many businesses utilize trucks, vans, or cars in their operation and park that vehicle on their property. Often these vehicles display a company name and logo advertising the business. The Town considers these vehicles a prohibited method of signage if the vehicles do not meet the following requirements:

- ↳ They must be parked in an appropriately sized parking space for the size of the vehicle.
- ↳ They must be used in the regular operation of the business.
- ↳ They may not be permanently parked in the same parking space.

WHAT TYPES OF TEMPORARY SIGNS ARE PERMITTED?

↳ Temporary Promotional Signs

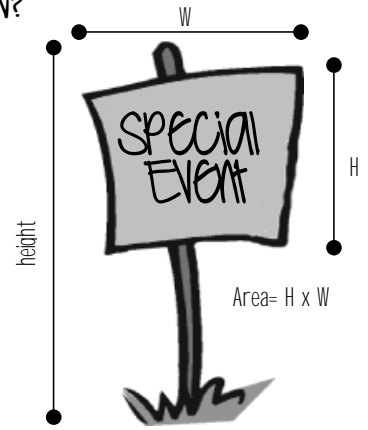
Any business may use temporary signage to advertise their own special event or promotion, provided it receives a permit from the Town and provided it follows these regulations. A business may apply for up to four temporary promotional events per year, provided these events are at least 30 days apart. Temporary promotional signs are permitted for 15 days at a time. A business may use up to two portable signs and/or banners to advertise a temporary promotion. Balloons, pennants, streamers, and the like are not permitted unless the promotion is a grand opening (see below). Temporary promotional signs are not permitted within a required setback area. Check with the Zoning Administrator if you are unsure where the setback area is located on your property.

↳ Grand Opening Signs

A business may advertise a grand opening (or grand reopening) with portable signs, banners, streamers, pennants, balloons, and the like. These signs require a permit and will only be allowed for 30 days. Off site signage is not permitted.

HOW DO I MEASURE MY SIGN?

The Town regulates the size of a sign based on two measurements: the height and the area. The height is found by measuring from the ground to the highest point on the sign or sign structure. The area is found by measuring the area of the sign itself, not including the structure.



↳ Civic Events

Civic events are events that are hosted by a municipality or that are community wide. Civic events may be advertised through the use of portable signs, banners, pennants, balloons, streamers and the like placed on the property hosting the event. A property hosting a civic event may have up to two signs at a maximum of 32 square feet each. They may also provide up to 10 off premise signs. These off premise signs are limited to 6 square feet in area and 3 feet in height and may not be decorated with streamers, balloons, pennants, and the like. All civic event signs (both on premise and off premise) require a permit and will only be permitted for three weeks. They must be removed within 3 days following the event.

THE FOLLOWING RULES APPLY TO ALL TEMPORARY SIGNS WITHIN THE TOWN OF AVON

- ↳ No sign may exceed 32 square feet in area.
- ↳ No temporary sign may have its own illumination source.
- ↳ No temporary sign may be more than 10 feet tall. If a temporary sign is mounted on a building, it must be at least one foot below the roof line.
- ↳ Temporary signs must be secured on all four corners.
- ↳ Temporary signs must be on-premise unless otherwise stated.
- ↳ No temporary sign may be placed in a road right-of-way or obstructing a sidewalk.

This flyer is for informational purposes only. For a complete set of requirements for signs in Avon, refer to the Town Zoning Ordinance or contact the Town Zoning Administrator.