



# Planning & Economic Development

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## TEMPORARY SIGNS

A sign is defined as any structure, device, advertisement, advertising device or visual representation intended to advertise, identify or communicate information to attract the attention of the public for any reason. *Temporary sign* means any sign, banner, pennant, valance or advertising display intended to be displayed for only a limited amount of time.

### UNDERSTANDING WHAT'S ALLOWED

Signs are regulated by the Poulsbo Municipal Code (PMC), Chapter 18.170 to safeguard life, health, property and public welfare, to preserve and improve the appearance of the city as a place in which to live and as an attraction to nonresidents who come to visit or trade, and to encourage sound signage practices as an aid to business and for public information but to prevent excessive and confusing signing displays.

No permit is necessary for temporary signs that meet the requirements herein. Temporary signs are not allowed to continually advertise goods, services, or events on a site; permanent signs shall be used for that purpose. Temporary signs shall not endanger the public safety and shall not obstruct or impair access to a public sidewalk, public or private street or driveway, traffic control sign, transit stop, fire hydrant, bench or any type of street furniture, or otherwise create a hazard. Temporary signs may be removed or relocated if the building official determines that a sign is unsafe.

- **Grand Opening/Special Event:** A temporary sign advertising a special event, sale, promotion, opening/closing of a business or opening of a business under new management shall not be displayed for more than 14 consecutive days.
- **Garage Sale Signs:** May be placed in the unpaved portions of public rights-of-way only, and must be self-supported by a stake or similar device. Shall not be displayed for longer than 3 consecutive days and must be removed within 24 hours after the sale. Garage or rummage sale signs may not be displayed more than 6 times during any 12-month period for direction to a sale on the same premises.
- **Construction Signs:** Copy shall be limited to information about a development or building that has received a land use approval or building permit by the city. Duration shall be during the time of active construction. Maximum area shall be 32 sq. ft., shall not have more than 2 sign faces, and limited to 10 feet in height.
- **Special Purpose Sign:** A temporary sign to be displayed less than 90 consecutive days in a calendar year for a purpose not anticipated by PMC 18.170, but not in conflict with it, or in a unique situation as determined by the planning director. The total of the special purpose sign shall not exceed 32 sq. ft.
- **Real Estate Signs:** A sign permit is not required for real estate signs; provided, that the sign is removed within 5 days of the final sale or rental. Signs not meeting the

standards identified in PMC 18.170 will be required to obtain a sign permit.

- **Banner Signs:** One banner sign shall be allowed per business and attached to a wall, fascia, mansard, canopy or awning. No freestanding banners shall be permitted. No individual banner shall exceed 40 sq.ft. Any damaged banner signs shall be immediately repaired, replaced or removed. Banner signs are temporary and shall not be displayed more than 14 consecutive days.
- **Feather Sign:** Cannot exceed 9 feet in height. Feather signs are temporary and shall not be displayed more than 14 consecutive days. Feather signs shall be located on the premises or in right-of-way immediately adjacent to the business, organization or use it is advertising or identifying. No off-premises placement is allowed.
- **Political Signs:** May not be attached to traffic safety devices, telephone poles, power poles, or other public utility facilities. They may be placed upon private property or within public rights-of-way. Must be removed 5 days after the election in which the candidates or issue on the sign has been determined.

### COMMUNITY EVENT ANNOUNCEMENTS

- Two signs located on SR 305 are managed by the city to advertise special events and community activities for non-profit organizations. Commercial advertising is not allowed.
- Banners advertising special events in downtown Poulsbo are allowed to cross the Front Street right-of-way. The Historic Downtown Poulsbo Association manages the approved banner location.
- Community announcement/event banners in all other zoning districts are allowed fourteen calendar days prior to the event and shall be removed within forty-eight hours after the event.
- Portable off-premises signs no larger than 3 square feet per sign face and not exceeding three feet in height from the ground when displayed, announcing the community event are allowed fourteen days prior to the event and shall be removed within forty-eight hours after the event. Announcement signs must be self-supported by a stake or similar device. Care must be taken to assure that the placement of such signs will not create a hazard to the public by obstructing the view or passage of pedestrians, cyclists or motorists.

**Disclaimer:** this handout should not be used as a substitute for codes and regulations. The applicant/property owner is responsible for compliance with all code and rule requirements, whether or not described here. Please see the City of Poulsbo Municipal Code for complete text and requirements.

