



Temporary Signs

1. All temporary signs are subject to the review and approval of the Village Plan Commission. The Village Plan Commission meets the second Thursday of the month at 4:30 p.m. Items must be submitted to the Zoning Administrator by 5:00 p.m. the Wednesday of the week prior to the scheduled Plan Commission meeting.
2. Temporary signs shall not be located upon public property, including any right-of-way.
3. Temporary signs shall not exceed twelve (12) square feet in area (total of all sides)
4. Temporary signs shall not be permitted for more than ninety (90) days
5. Any temporary sign previously approved by the village planning commission may be approved in writing by the zoning administration in any subsequent year, provided that the temporary sign is requested by the same individual or group and is identical to the sign originally approved.

Items to submit to the Village Plan Commission

- Cover letter** explaining the scope of the project.
- Size, shape, content, height, type of construction and location of signs** as well as the period during which the sign will be displayed

Signature
Zoning Administrator _____ Date _____