



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 Director of Public Works 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 Plan Commission may be approved in writing by the Director of Public Works 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

Name _____

Address _____

Signature
Director of Public Works _____ Date _____