



Temporary Banner Permit Information

Community Development Department
Planning Division

100 Civic Center Drive / P.O. Box 1768 / Newport Beach, CA 92658-8915

(949)644-3204 Telephone / (949)644-3229 Facsimile

www.newportbeachca.gov

Regulations

In accordance with the provisions of Chapter 20.42.090 (Standards for Temporary Signs) of the Newport Beach Municipal Code, the regulations for a Temporary Banner Permit are as follows:

- "Temporary sign" means a sign, banner, pennant, valance, or advertising display constructed of cloth, canvas, fabric, cardboard, wall board, or other light nondurable materials, with or without frames, designed to be displayed for a limited period of time.
- One sign per site, including window signs;
- Allowed up to 4 times per year, not to exceed 60 days total per year.
- Maximum Sign Area: 75 square feet for banner, 3 square feet for rigid sign, 20% of window for any window area;
- Signs are allowed on private property only and shall not be placed in the public right-of-way or at off-site locations;
- Sign may be placed only on building frontages in locations where permanent signs are allowed;
- Sign shall not be attached to temporary structures, except restaurant menu signs, which may be attached to easel-like structures;
- Signs shall not be illuminated;
- Sign shall be constructed of durable material suitable to their location and purpose; and
- Banner signs and their components shall be promptly removed at the expiration of the Temporary Banner Permit

To apply please provide the following:

1. A completed Temporary Banner Permit Application (attached)
2. Filing Fee

A filing fee is required at the time of filing to partially defray the cost of processing and other expenses. The Planning Department will advise you of said fee.



Temporary Banner Permit Application

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Applicant/Contact Information

Name		
Address	City, State	Zip Code
Email	Phone No.	Fax No.

Project Information

Site Address			
Business Name			
Text To Be Displayed			
Duration of Display	From	To	No. of Days
Height of Banner	Length of Banner		Total Square Feet
Material of Banner	Location of Banner		

Banner Text/Graphics

In the box below, please insert a copy or sketch of the banner's text and/or graphics. Attach a separate sheet or picture of the banner if necessary.