



CITY OF PALMDALE

ENGINEERING DIVISION

ENCROACHMENT PERMIT PROCEDURES TEMPORARY OFF-SITE COMMERCIAL SIGNS ARTICLE 8 – Section 88.07.L9 CITY OF PALMDALE ZONING ORDINANCE

A one-time encroachment permit is required for temporary off-site commercial signs.

The following items are required to pull a permit:

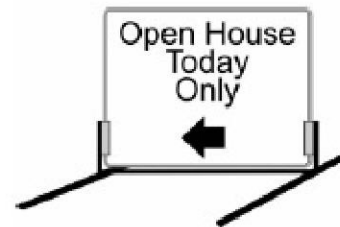
- Completed encroachment permit application
- \$25 permit issuance fee, \$10 computer tracking fee and a 5% GIS fee (\$36.75 total).
- Provide a Certificate of Insurance for general comprehensive liability in the amount of \$250,000 listing the City of Palmdale as an Additional Insured.

***If the Certificate of Insurance expires,
the encroachment permit shall be null and void.***

Article 8 – Section 88.07.L9 reads as follows:

9. Temporary off-site commercial signs. Temporary off-site commercial signs are permitted in the A-1, R-1, R-2 and R-3 zones as follows:

- a) Temporary off-site commercial signs shall be freestanding only and shall not be affixed to posts or utility poles or pushed or hammered into the ground. Such signs shall be formed from aluminum or a hard plastic material (or equivalent) in accordance with current industry standards. Cardboard or paper signs are not allowed. Signs shall not exceed six (6) square feet in area and three (3) feet in height. Signs shall be of sufficient weight in order to keep upright and in place. No reflective paint or day-glo colors are permitted.



Signs shall not include balloons, ribbons, pennants, streamers, or other attachments.

- b) Signs shall not be placed within subdivision landscape easements.
- c) Up to one such sign may be located at any one corner of an intersection provided handicap access is maintained.
- d) No sign shall be placed upon any private property without first obtaining permission from the owner of such property.
- e) No sign shall be placed within the public right-of-way without approval of an encroachment permit issued by the City Engineer. A minimum clearance of four (4) feet shall be maintained at all times for safe pedestrian access on public sidewalks. Signs may not be located on center medians or within the public street where vehicles travel. Where the public right-of-way extends into a parkway strip, signs shall be placed so as not to cause damage to landscaping and/or irrigation systems. One or more sign may be approved under an encroachment permit; however, each sign shall be inspected for consistency with the original approved sign in terms of its style, size, material and color. City decals issued under an encroachment permit shall be displayed on all signs placed within the public right-of-way and shall be oriented toward the street.
- f) Signs may be displayed only during daylight hours on weekends, holidays and one day during the week.