



Permit No: \_\_\_\_\_

**Application  
Processing Fee:  
\$95.00**

# TEMPORARY BANNER PERMIT APPLICATION

## Regulations

- Banners may be displayed for a maximum of 30 consecutive days per Temporary Banner Permit.
- A maximum of 4 Temporary Banner Permits may be issued per business, per address, per calendar year.
- A City-issued sticker must be affixed to the front of each approved banner/flag.
- For complete regulations, please refer to LFMC Section 9.164.110A(1)&(2).
- Wall banners and/or flag banners may be displayed, subject to the following criteria, provided that the placement of both wall and flag banners on the same frontage is prohibited:

### WALL BANNERS

- Maximum Size: Based on Length of Building Frontage:
  - 0 - 49 ft.: 50 sq. ft.
  - 50 - 99 ft.: 75 sq. ft.
  - 100+ ft.: 100 sq. ft.
- Quantity: Maximum 2 banners
  - One per side of the building facing a street or parking lot.
- Location: Attached to the building wall occupied by the business only.

### FLAG BANNERS

- Maximum Size: 25 sq. ft./banner
- Quantity: Based on Length of Building Frontage:
  - 0 - 49 ft.: 2 banners
  - 50 - 99 ft.: 3 banners
  - 100+ ft.: 4 banners
- Location: Must be displayed adjacent to business.
- Flag Banners are prohibited in the parking lot and must be set back at least 10 ft. behind the public sidewalk.

**Business Name:** \_\_\_\_\_

**Business Address:** \_\_\_\_\_

**City:** Lake Forest      **State:** CA      **ZIP:** \_\_\_\_\_

**Applicant/Contact Person:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Telephone No:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

**Shopping Center/ Business Park:** \_\_\_\_\_

**Choose type of Banner:**       Wall Banner       Flag Banner

**Length of Building Frontage #1:** \_\_\_\_\_ **Length of Building Frontage #2:** \_\_\_\_\_

**Quantity (Wall):** \_\_\_\_\_ **Size (per banner):** \_\_\_\_\_ sq. ft.

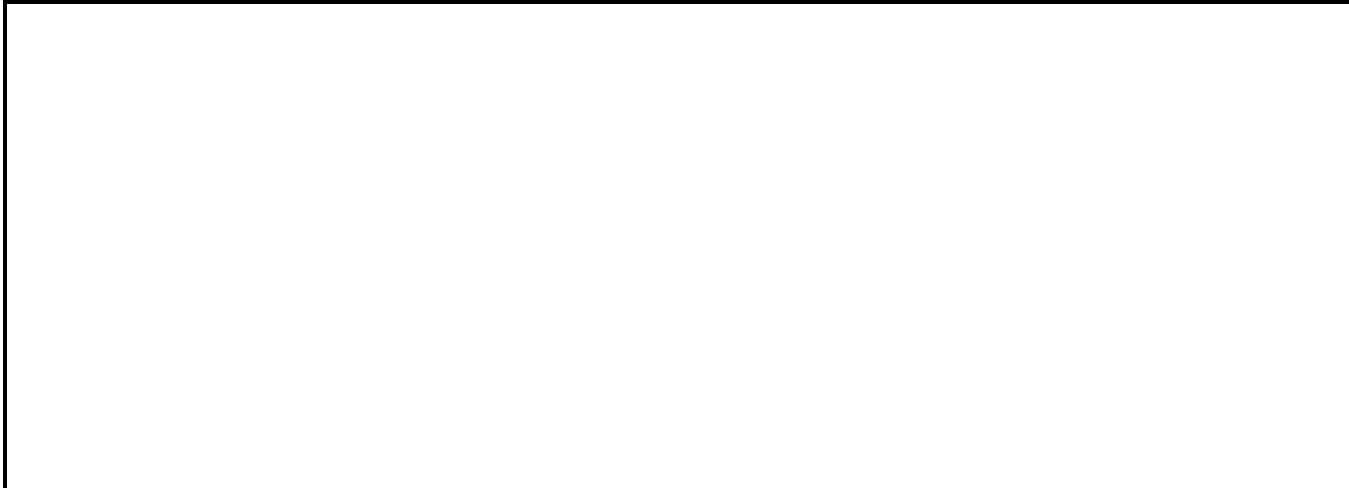
**Quantity (Flag):** \_\_\_\_\_ **Size (per banner):** \_\_\_\_\_ sq. ft.

**Banner Display Period: Start** \_\_\_\_\_ **End** \_\_\_\_\_

**How many permits have you applied for this year (including this permit)?** \_\_\_\_\_

**DIAGRAM OF PROPOSED TEMPORARY BANNER(S)/FLAGS**

Please draw banner(s) or attach picture.



**SITE PLAN** ("bird's eye" view)

Please draw where banner(s) will be located on the building or business site.



**APPLICANT CERTIFICATION**

I hereby certify that the property manager/owner (or designee) has authorized the proposed banner display, that I have read and understand the temporary banner regulations, and that all information provided on this application is true and correct.

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**FOR CITY USE ONLY**

**Approved By:** \_\_\_\_\_ **Date:** \_\_\_\_\_