



CITY OF BALDWIN PARK
PLANNING DIVISION
14403 E. PACIFIC AVENUE
BALDWIN PARK, CA 91706
(626) 813-5261

TEMPORARY SIGN PERMITS

The following are permitted temporary signs within the City of Baldwin Park.

Temporary signs may be displayed for a maximum of thirty (30) consecutive days and may be displayed up to four (4) nonconsecutive times within a twelve (12) month period.
(Section 153.170.060)

PERMITTED SIGNS

1. A banner not exceeding 35 square feet.
2. A single-pole flag with ground spikes not exceeding 35 square feet.

B. Standard for Temporary Signs.

Such Temporary Signs shall comply with the following standards:

- A maximum of 1 banner and 1 single-pole flag permitted under this section may be displayed for each non-residential property at any given time
- Location and attachment. Temporary banner signs shall be attached to the main building wall or fence and shall not extend above the roofline or height of the wall or fence on which they are located.
- Balloons. Balloons shall not be used in conjunction with any temporary sign.
- Attachment and illumination. Temporary banner signs shall not be freestanding or illuminated.
- Temporary signs shall be kept in a safe and presentable condition.

APPLICATION MATERIALS/FEE

A sign fee of \$21.00 is charged for each temporary sign. A completed temporary sign permit application package includes:

1. Completed Application
2. Two (2) colored copies of a drawing or photograph of the proposed temporary sign
 - Show Height, Width and Language
3. Copy of Business License or Application with validation

CERTIFICATION STATEMENT:

An application may be submitted to the City of Baldwin Park Planning Division located at:

**City of Baldwin Park
Planning Division
14403 East Pacific Avenue
Second Floor
Baldwin Park, CA 91706
(626) 813-5261
Office Hours:
Monday – Thursday
7:30 a.m. to 6:00 p.m.**



Community Development Department
 Planning Division
 14403 E Pacific Ave
 Baldwin Park, CA. 91706

TEMPORARY SIGN PERMIT APPLICATION

PROJECT INFORMATION

Applicant Name:	
Business Name:	
Business Location:	

Please list all **Existing** and **Proposed (New)** banners for this business. Use the Table below.

Existing	Proposed	Length	Width	Square Feet	Display Dates	Total Days

PROPERTY OWNER INFORMATION

Name:			
Mailing Address:			
City, State, Zip:			
Telephone:		Email:	

APPLICANT INFORMATION

Name:			
Mailing Address:			
City, State, Zip:			
Telephone:		Email:	

I declare under the penalty of perjury that the information provided on this application is true and correct; and that the attached diagrams are complete and are an accurate depiction of the sign(s) to be used on the above premises. Further, I understand that no additional sign(s) will be permitted unless approved by the Department of Community Development.

Applicant's Signature: _____ Date: _____

For Office Use Only

Date Received: _____ Approved By: _____ Case No. _____

Notes: