



Temporary Sign Application

Planning Department
10001 US Highway 70
Lakeland, TN 38002
Telephone (901)867-2717

Applicant:

Name: _____

Sign Company or Partnership: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Email: _____

Location of Sign _____ Zoning Classification _____

Owner:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Email: _____

Type of Illumination (Check One):

- None
- External
- Internal
- Both External and Internal

Type of Signs(s). Check all that apply:

- Model Home
- Opening Sign
- Other Temporary Sign
- Real Estate Sign
- Construction Sign
- Residential Yard Sign

Dates: From _____ to _____

Sign Dimensions and Square Footage:

Length: _____ Width: _____ Height: _____ Square Footage: _____

Provided with Submittal		For Office Use
	Completed Application	
	Sign Plan showing the required 3 Elements: 1. Location 2. Size 3. Color	
	Site Plan Rendering and Sign drawings	
	Sign Plan Packet should also show computations of the maximum total sign area.	
	Permit Fees for all signage. The fees are as follows: Temporary - \$30	
	Staff may request additional information to ensure compliance with local, state, and federal regulations.	

Conditions of Permit Issuance:

1. The Plan/Permit is void if incorrect information is given on the application for the permit.

Temporary Sign Provisions: \

Signs for temporary uses, special events or the opening of businesses, are expressly permitted with these requirements:

- (i) Such signs shall not be located on public property.
- (ii) Such sign, if a ground-mounted sign, shall be placed 10 feet from front property line.
- (iii) No more than 6 temporary sign permits can be issued for the same business at the same location
- (iv) The temporary sign permit shall expire 30 days after the first issuance of the business license
- (v) They shall not exceed 32 square feet in sign area.
- (vi) Temporary signs can be made out of cloth and canvas and are not subject to the construction and installation requirements of permanent signs.
- (vii) Supporting structures shall be removed after temporary sign is no longer present.



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Applicant and owner must sign to indicate that they have read and understand the sign regulations provided in the information sheet and conditions of permit issuance.

Signature of Person Completing & Submitting this Application

Date

Signature of Owner (If applicant is not owner)

Date