

Permit No. _____



Village of Glen Ellyn Banner Sign Application

CONTACT INFORMATION: Check one: Owner Tenant

Contact Name: _____ Signature: _____

Business Name: _____

Address: _____

Phone: _____ Fax: _____ E-mail: _____

PLEASE COMPLETE A SEPARATE APPLICATION FOR EACH BANNER SIGN.

BANNER INFORMATION:

1. Location to which, or upon which, the banner is to be attached: _____

2. Manner of attachment: _____
3. Type of material: _____
4. Size: length, width and area (maximum 32 square feet) _____
5. Text: _____
6. Date of installation: _____
7. Date of removal: _____

PER VILLAGE CODE 4-5-3: Definitions and 4-5-9: Special Event Signs

Banner Sign: A temporary sign composed of cloth, canvas or other lightweight material either enclosed or not enclosed in a rigid frame.

General Provisions: On-premises Banner Sign advertising or directing attention to a special product or commercial event such as a grand opening may be located only in commercial districts upon prior written approval by the Village Manager or his designee in accordance with the following standards:

1. Application for approval shall be made by the owner or tenant of property;
2. The Banner Sign shall be affixed in such a manner so it does not allow wind activation;
3. It may be displayed for a maximum of 30 days and must be removed within 3 days following the event;
4. It may not be located on or over a public right-of-way; and
5. Banner Signs shall not exceed 32 square feet in size.

Permit Fee: Please remit a check for Twenty Dollars (\$20.00) payable to the Village of Glen Ellyn with this application.

- FOR OFFICE USE ONLY -

APPROVED FOR PERMIT:

(Notes): _____

Building & Zoning Official

Date