

**I. GENERAL INFORMATION:**

- A. Name of Business: \_\_\_\_\_  
 Applicant/Business Owner Name: \_\_\_\_\_  
 Business Address: \_\_\_\_\_ ( Phone: \_\_\_\_\_ )  
 \_\_\_\_\_ ( Email: \_\_\_\_\_ )
- B. Applicant/Business Mailing Address: \_\_\_\_\_
- C. Name of Property Owner: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_ ( Phone: \_\_\_\_\_ )  
 \_\_\_\_\_ ( Email: \_\_\_\_\_ )
- D. Number of days a temporary sign has been displayed at this location since January 1, 2019: \_\_\_\_\_
- E. Date to be installed: \_\_\_\_\_ Date to be removed: \_\_\_\_\_  
 Total number of days to be displayed: \_\_\_\_\_  
 Total number of temporary signs currently on display at this location: \_\_\_\_\_
- F. Size of Sign (**ONE Sign Only**): Height \_\_\_\_\_ Width \_\_\_\_\_ Square Feet \_\_\_\_\_

**II. SIGNAGE REQUIREMENTS:**

**1138.21 Non-Residential Uses in All Zoning Districts**

- **Only ONE (1) Temporary Sign** larger than Eight (8) square feet but no larger than 32 square feet
- May be erected for a total of Ninety (90) Days per calendar year.
- Shall not be illuminated and must be maintained in good repair without holes, properly secured against wind loads
- Must be Setback a minimum of twenty-five (25) feet from any other temporary sign on the same property
- Must be Located outside the required five (5) foot setback to any property line.
- Must be Located outside of sight distance triangle in per Section 1131.50 of the City Zoning Ordinance.

**1138.22 Temporary Sign Registration Requirements:**

All Temporary Signs as defined in Section 1108.00 and described in Section 1138.21 must be registered with the City of Hamilton Planning Department, through This Form and an Aerial Site Plan.

**III. LOCATION OF SIGN**

- A. Planning staff will supply you with an aerial view of your site so that you can show the approximate location of the proposed temporary signage. Please contact them by calling 513-785-7350 or by visiting their office during normal business hours.

**NOTE:** It is possible that a temporary sign registration could be lawfully submitted but the placement of the sign may create a conflict with another ordinance. If a conflict arises, you will be notified and the temporary sign registration will be voided.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date