

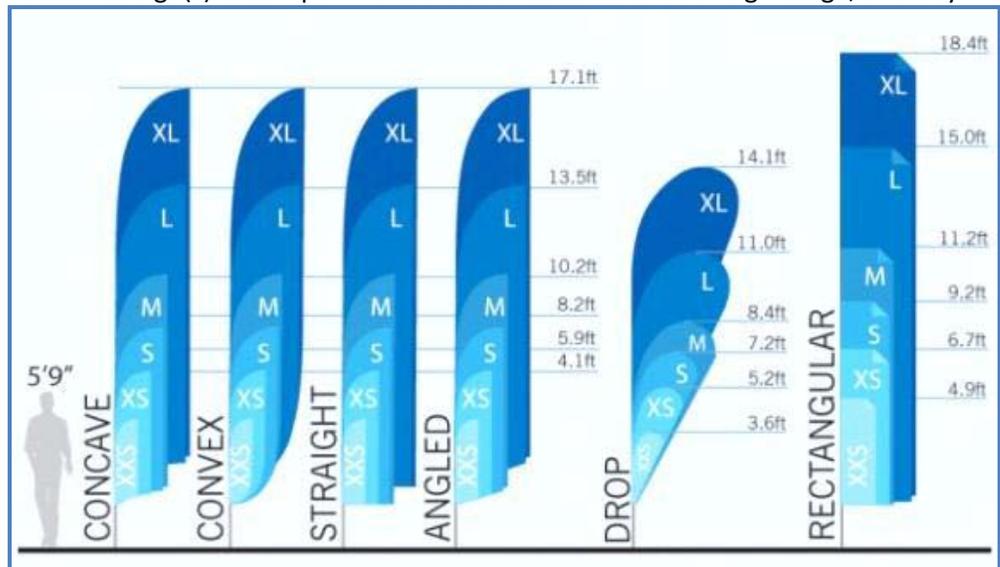
# Temporary Sign Self-Sign-Up Permit

**Type of signs permitted:** Only the temporary advertising signs specified below are allowed. No other type of signage is allowed.

**Permitting and enforcement:** In order to expedite permitting for the signs, the City is implementing a Web-based self-sign-up permit system for business owners at [northlibertyiowa.org/signpermit](http://northlibertyiowa.org/signpermit). Owners may simply enter information there for the desired sign(s) to self-permit. It is also a resource to track sign usage, and City staff will review the list to

make sure all signs in use are on the list. If a business does not have access to the self-sign-up, they may contact Dean Wheatley, Planning Director, at 626-5747 for assistance, or stop by City Hall. Citations will be issued to businesses placing signs that are not permitted.

**Cost of permit:** At this time there is no fee for the permit.



**When signs can be placed:** The signs are allowed to be displayed for up to 10 days up to 5 times per 12-month period. Owners can track their usage with the online permitting system.

**Where signs can be placed:** Signs may only be displayed on private property. Generally, that means behind the sidewalk. Signs placed between the sidewalk and the street will be removed by City staff.

**Sign condition:** Signs are to be kept in good condition and replaced when damaged or faded.

**Number of signs allowed:** The number of signs allowed is:

For single-tenant or single-owner lots, 2 signs for each street frontage, but if the lot has over 100 feet of street frontage, one additional sign for each 50 feet.

For multi-tenant lots, the same rules for single-tenant/single-owner lots but make sure to coordinate with other businesses in the development so the maximum is not exceeded. The number of signs is based on the lot frontage and not the number of businesses.