



City of Palm Springs

Office of the City Clerk

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SENT VIA ELECTRONIC AND U.S. MAIL

RE: Temporary Signs

Campaign Managers:

Please accept this letter as a reminder of the City's regulations regarding the installation of temporary signage, in particular, your campaign signs. The City is operating under a content neutral sign ordinance (Ordinance No. 1941). Political signs represent one of the many forms of "temporary sign," regulated under the Palm Springs Municipal Code (PSMC) Section 93.20.09, an excerpt of which is provided under cover of this letter. Please note that this section provides for dimensional, locational, scope, logistic, and zoning-driven restrictions. Your review of the regulations for placing your temporary signs in the community will help avoid problems during this election season.

1. **Residential Zones:** Allowed without a City permit but only with the express permission of the property owner, number and size limited as follows. Each property may have:
 - a. up to two (2) signs of up to eight (8) square feet, *or*
 - b. a single free-standing temporary sign of up to sixteen (16) square feet, *and/or*
 - c. a single window sign of no more than four (4) square feet.
2. **Commercial and Industrial Zones:** Allowed without a City permit, but only with the express permission of the property owner, number and size limited as follows. Each property may have:
 - a. up to two (2) temporary signs of up to ten (10) square feet, or
 - b. a single temporary sign of up to twenty (20) square feet may be maintained on any commercial or industrial property.
3. **Vacant Properties:** Allowed only with a City permit, which permit will only be issued upon your submittal of written proof of express permission by the owner of the vacant property for placement of the sign. Each property may have:
 - a. up to two free-standing temporary signs of up to eight (8) square feet in size, or
 - b. one (1) free-standing temporary sign of up to sixteen (16) square feet in size.
4. **Rule re Right-of-Way:** Temporary signs may not be placed in public right-of-way or on public property. For purposes of this rule, the prohibition against temporary signs in right-of way means that they may not be placed:
 - a. in any part of the area less than five (5) feet away from any curb, or from a road surface without a curb in a place where there is no sidewalk; or
 - b. in the area between the sidewalk edge furthest from the street and the curb or road surface.

5. **Exception to Rule re Right-of-Way:** There is an exception to the prohibition against temporary signs in right of way in residential zones. This exception allows placement of temporary signs in right-of-way under the following limited circumstances:
- there is no sidewalk,
 - the right-of-way where the temporary sign will be placed is landscaped or otherwise improved, and
 - the property next to the right-of-way where the temporary sign will be placed extends up to a hedge, fence, wall or other boundary five (5) feet or less away from the curb or road.
- When a temporary sign is placed under this exception, it must be as close as possible to the hedge, fence, wall or boundary of the property as possible, *and* at least three (3) feet from the road or curb.
6. **Rule re Public Property:** Temporary signs may not be placed on any public property. For purposes of this rule, the prohibition against temporary signs on public property means that they may *not* be placed:
- on trees planted on public property,
 - on public utility poles,
 - on street signs or posts, or on
 - traffic lights.

The City's Engineering Department is available to assist you in determining appropriate places for temporary signs within right-of-way. If you have a question about whether an area in public property, please contact the City, and ask. Please note that the City has verified that neither Caltrans nor the Agua Caliente Band of Cahuilla Indians has given any campaign any authorization to place temporary signs on any property, and that each of them will notify the City if that changes.

This letter is effectively a "courtesy notice." The first (1st) temporary sign of each campaign thereafter that violates the City's Code will be addressed by issuance of an administrative citation with a penalty in the amount of one hundred dollars (\$100). The second (2nd) and third (3rd) citations issued will be subject to penalties in the amounts of two hundred fifty dollars (\$250) and five hundred dollars (\$500) respectively. Each subsequent citation shall occasion an additional penalty in the amount of five hundred dollars (\$500). Please note that each individual temporary sign represents a separate violation that will be subject of a separate citation. Temporary signs placed in the right-of-way will be removed by City staff, and stored at the City Yard located at 425 North Civic Drive until three (3) days after the election, at which time they will be destroyed. You may contact Director of Maintenance and Facilities Staci Schafer about retrieving your temporary signs removed by the City at (760) 323-8167.

If you have questions about this letter, feel free to contact me at (760) 323-8206 or by email at anthony.mejia@palmspringsca.gov.


Anthony J. Mejia, MMC
City Clerk