



**Marathon City - Administrator**  
 311 Walnut Street PO Box 487  
 Marathon City, WI 54448  
 (715) 443-2221

Application Accepted:	
Accepted by:	
Application Reviewed by:	
Approval Date:	

## Temporary Sign Permit Application

Pursuant to Village Ordinance 13.12.1 & 13.12.21

### GENERAL APPLICATION REQUIREMENTS

Applications will not be accepted until the applicant has met with Village Staff to review the application and determine if all necessary information has been provided. Applications are due by noon of the Tuesday two weeks prior to the installation of the sign or event.

### CONTACT INFORMATION

Person / Organization Name:

Phone Number:

Mailing Address:

Email Address:

### Sign Location Data

Sign Site Address:

Date of Installation:

Is Requestor a non-profit Organization:  Yes  No

Purpose of the Sign:

Number of Days Sign Will Be Displayed (not to exceed 30):

Will Display Be On Municipal Property?  Yes  No

Municipal Location:  Veteran's Park  Riverside Park  Tower Park  Other:

Provide a Full Description of Sign and Location:

**Attach Diagram of the Display Site Plan (EXHIBIT A).** The Diagram must include sign location, surrounding area, geographic compass, distance from nearest structures and distance from streets and intersections. All distances should be provided in feet.

Who Will Be Responsible for Clean-up:

### **Applicant Acknowledgement**

Permits will not be approved unless the above information is complete and accurate. The Village Administrator or designee approves all Temporary Sign Permits and determines any restrictions or additional fees. Any parties that wish to have fees modified/waived must submit a formal request to the Village Administrator.

**CANCELLATION** — The full fee and deposit amounts will be refunded if the Licensee cancels the Display.

By signing below, I hereby acknowledge that I have completed the above information to the best of my knowledge, read the above information, received a copy of the applicable sign ordinance (13.12.21), and will agree to all said rules and guidelines governing this permit.

Signature:

Date:

**EXHIBIT A – TEMPORARY SIGN LOCATION DIAGRAM**





## Temporary Sign Ordinance

### **13.12.11 OFF-PREMISE SIGNS AND BILLBOARDS**

1. All permanent off-premises signs advertising goods or services not sold or provided on the parcel on which the sign is located are prohibited, with the exception of medical emergency service providers' directional signs, places of worship, libraries, museums, social clubs, societies, or public institutions. Any off-premise sign shall meet the area and height requirements as outlined in Section 13.12.8.
2. No new billboards are allowed within the village and the replacement of billboards removed from the premise will not be allowed.
3. Signs such as open house, auctions, direction, public events and other like temporary use signs shall be removed within 24 hours of the event and may not be placed in any rights-of-way and shall not impair vision triangles at right-of-way intersections.

### **13.12.21 TEMPORARY SIGNS**

1. Temporary sign permit required. The Zoning Administrator may issue a permit for a temporary sign for a period not more than 30 days for the purpose of special public events, commercial sales, or announcements of new buildings or new businesses, unless otherwise provided in this chapter.
2. Temporary sign size. Temporary signs shall not exceed 32 square feet in area.
3. Construction signs. Signs identifying the erection of a building, the architect, the builders or contractors may be erected for a period of 30 days plus the construction period