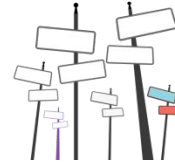


# Guidelines for On & Off Premise Temporary Signs ...



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## S/S 220-36 Definitions:

### **TEMPORARY SIGN**

An on-premises or off-premises sign intended to display either commercial or noncommercial messages of a transitory or temporary nature. Portable signs which are not permanently embedded in the ground or permanently affixed to a building and/or structure are considered temporary signs. This shall include all banner signs, political, real estate, commercial and noncommercial flags, and sandwich board signs.

### **SPECIAL EVENT SIGN**

A temporary on-premises or off-premises sign that carries information about a special event such as an auction, flea market, festival, carnival, meal or fund-raising event. The term shall include business "Grand Opening" promotional sales and celebrations as regulated herein.

## S/S 220-36 D OFF PREMISE SIGNS - i.e. IN MARKET SQUARE:

Only off-premise special event signs and/or banners promoting a noncommercial event or political promotion sign shall be permitted in preapproved public areas, provided that authorization, scheduling and a contact is provided to/by the Borough Codes Compliance Officer. The limitation on the size and number of signs shall be developed by policy of the Borough related to the pre-designated areas where the signs may be placed.

Currently Borough policy allows a total of two special event signs per event to be erected in the public areas of Market Square placed no more than 7 days prior to the event and removed the day after the event; typically, one sign, a maximum of 8 square feet per sign at each end of the Square. They shall be a free-standing sandwich board style sign or a sign firmly attached on a stake. Signs may not be attached to any signal box, post, light pole, block sight distance or distract drivers.

## S/S 220-36 E ON – PREMISES SIGNS:

On-premises signs permitted in all zones. In addition to signs noted as being permissible in the general regulations and/or in any other section(s) of this chapter, the following sign types are permitted in all zones, with limitations as stated herein.

(1) One temporary sign per premises or property, suitable for the display of commercial contractors, etc., or noncommercial speech, provided that the area of any such sign shall not exceed four square feet and further provided that such signs shall not exceed a height above the final grade level on which it is placed of four feet to the top of the sign. It shall not be displayed in excess of 15 consecutive days in any ninety-day period. It shall be placed in the front yard of the property or premises on which it is located, between the public sidewalk and the front door of the premises, or in the case of a property without public curb or sidewalk, the sign shall be placed between the edge of the public right-of-way and the front door of the premises.



*The Codes Compliance Officer will remove, or have removed, signs placed in violation of the above guidelines.*

If you have questions about signs you may contact the Codes office at 717-665-2461 ex. 223 or check out the website at [www.manheimboro.org](http://www.manheimboro.org). Once on the home page you will: Click on Ordinances; Click on General Code (it will turn blue if you hover over it); Scroll down to Chapter 220 – Zoning and click on “Outdoor Signs” S/S 220-36.