



Planning Services Division

3675 Mt. Diablo Boulevard, Suite 210

Lafayette, CA 94549-1968

Tel. (925) 284-1976 • Fax (925) 284-1122

<http://www.ci.lafayette.ca.us>

BANNERS LOCATED ACROSS THE PUBLIC RIGHT-OF-WAY

In order to enhance the current sign regulations, the Council approved the following criteria specifically for banners that applicants wish to hang over the public right-of-way.

1. The community event which the banner is announcing is city sponsored, and
2. The community event which the banner is announcing is for the benefit of a large cross section of the community as opposed to a fund raiser for one organization or institution, and
3. The community event does not occur more than once a year in Lafayette, and
4. The applicant must take responsibility for applying for the sign permit, installing and removing and maintaining the banner(s), and
5. The applicant must obtain permission to use utility poles as a tie point for a street banner and provide evidence of such permission to the City prior to issuance of encroachment permits, and
6. Unless otherwise approved, no banners shall be attached to traffic signal poles or mast arms per the recommendation of the City Traffic Engineer, and
7. Prior to requesting permission for banners to be placed in the Public right-of-way of the City Council, the applicant's request will be reviewed the City's Traffic Engineer, and An encroachment permit is required, and
8. An encroachment permit is required, and
9. Banners may only be located along Mt. Diablo Blvd. that are to be across the public right-of-way. Banners are restricted to Commercial districts

Please complete this application form and submit to the Planning Services Division with the appropriate fee. Attached required illustrations.

1) Applicants name _____

2) Address _____

3) Telephone Number _____

4) Organization _____

5) Address of organization _____

4) Is the event, which the banner is announcing sponsored by the City of Lafayette?

Yes No.

5) Is the community event, which the banner is announcing for the benefit of a large cross-section of the community as opposed to a fundraiser for one organization or institution?

Yes No.

6) Does this community event occur more than once a year in Lafayette?

Yes No.

7) Message on the banner: _____

8) Size of banner: _____ x _____ Colors: _____
Length Width Background Letters

9) Location of banner -Please attach a map indicating the exact location(s) of the banner(s) and indicate to what the banner(s) will be attached.

10) Date banner(s) to be installed: _____ Date banner(s) to be removed _____

Name of responsible person(s) and telephone numbers: _____

Where they can be reached who will be installing, maintaining, and removing

The banner(s): _____

An encroachment permit is required in addition to this banner application approval proof of adequate insurance may also be required for an encroachment permit.

Banners are permitted (after review and approval) only over Mt. Diablo Boulevard, not other public rights-of-way.

Signature of applicant _____ Date _____

Application No. _____ Receipt No. _____ Date received _____

Council Reviewed Approved

Yes No.

Traffic Engineer Reviewed-

Yes No.

DRC Reviewed

Yes No.