

## Sign Laws at a Glance

The City of Morgan Hill has a comprehensive Sign Ordinance (Municipal Code Chapter 18.88) that details the type, size, location and number of signs, both permanent and temporary, a business may display. The Sign Ordinance is intended to support economically viable businesses, allow for signage that identifies businesses in a fair and equitable manner, protect and enhance the aesthetic qualities of the city, and minimize hazards to motorists and pedestrians as a result of excessive or distracting signs.

## Permanent Signage



A Sign Permit is required to install, display, or alter a sign. You can obtain sign permits at the City Hall.

To learn more about sign design standards, you can call the Planning Department at (408) 778-6480 or visit us at City Hall located at 17575 Peak Avenue. You can find the sign application, submittal requirements, and associated fee(s) at

<http://www.morganhill.ca.gov/124/Applications-Permits>.

Any sign which projects into the public right-of-way requires City Engineer approval of an encroachment permit. Applications can be submitted to the Public Works Department located in City Hall.

## Temporary Signage

(See reverse side for time duration)



Temporary signage is intended to allow business owners an opportunity to promote by creating a visual presence by temporarily displaying a sign. Most temporary signage is exempt from requiring a permit. The types of temporary signage allowed without a permit include banner, window, freestanding, and Site Signage. The allowed number of signs per property and size limitations are summarized in the chart below.

### Temporary Signage Design Standards

	Freestanding <sup>1</sup> /Post <sup>2</sup>	Banner <sup>3</sup>	Wall <sup>4</sup>	Window <sup>5</sup>
<b>Number of Signs</b>	1 max per property		No Max	
<b>Area per sign</b>	32 square feet			25% of window area
<b>Area for all signs combined</b>	1 square foot per lineal property frontage			64 square feet per site
<b>Sign Height</b>	8 feet	No max	8 feet	No Max

<sup>1</sup>Freestanding – sign attached to independent freestanding structure

<sup>2</sup>Post - sign suspended from vertical post mounted in ground.

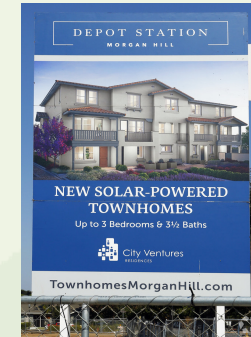
<sup>3</sup>Banner – lightweight, flexible material

<sup>4</sup>Wall – painted on the exterior wall of a structure

<sup>5</sup>Window – sign posted, painted, placed, or affixed in/on a window exposed to public view.

## Temporary Signage for projects Under Construction

Temporary signage is intended to notify the public of what is being constructed. The following chart summarizes the sign requirements.



### Temporary Construction Signage (Site Signage)

	Site Signage
Number of signs	1 per property frontage; 2 max
Area per sign	32 square feet
Area for all signs per site	64 square feet
Sign height	8 feet sign face <sup>1</sup> , 12 feet total
Setback from property line	5 foot minimum

<sup>1</sup>Sign face – the area of a sign where sign copy is placed. Temporary off-site directional signs require a temporary use permit (18.88.120 D.). The sign permit application and submittal requirements with associated fees(s) can be found at <http://www.morganhill.ca.gov/124/Applications-Permits>.

## Temporary Signage Duration

Sign Type & Material	Maximum Duration	
Wall, Freestanding, Banner, & Window signage	Paper/ cardboard	3 Days
	Laminated/ Plastic	30 Days
	Wood/ plastic, metal, vinyl	3 Months
Post Signs <sup>1</sup>	9 Months	
Site Signs <sup>2</sup>	Vinyl	1 month
	Plastic	6 months
	Wood / metal	1 year

<sup>2</sup>Site Signs – under construction or not yet occupied signage

## Prohibited Temp Signage & Placement

In an effort to support businesses, protect the aesthetic qualities of the city, and minimize hazardous circumstances to motorists and pedestrians, the city does not allow:

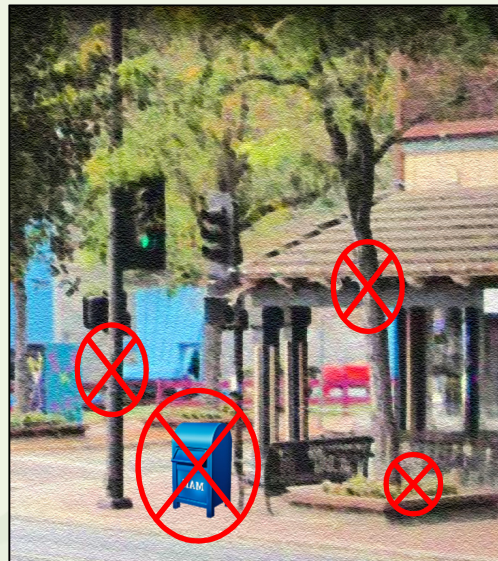
- Beacon signage,
- Searchlights,
- Inflatable balloon signs,
- Pole Signs,
- Portable Signs, and
- Roof Signage

Signs are not allowed to be placed within the public right-of-way, sidewalks or medians. Signs cannot be attached or hung in-between trees, attached to mail boxes, newsstands, traffic lights, light poles, or placed on roofs.

## Temporary Signs NOT Allowed



## Prohibited Signage Placement



## Permanent and Temporary Sign Guide for Businesses



Community Development  
17575 Peak Avenue  
Morgan Hill, CA 95037  
408.778.6480