

Howland Township Zoning Department

Zoning Fact Sheet #5 – Temporary Signs

What is a temporary sign?

A temporary sign is designed, constructed, or installed in a manner that is not suitable for permanent display. Examples of temporary signage include, but not limited to, staked signs, sidewalk signs, banners, and portable framed signs.

Is a zoning permit required for temporary signs?

Yes, a zoning permit is required for all temporary signs in all zoning districts whether it is attached to the building or free standing. Zoning permits are issued by Howland Township.

One exception has been made to allow **one** free-standing sidewalk sign per business space without a zoning permit. The size of the sidewalk sign shall not exceed six (6) square feet per side and a height of four (4) feet and it must not be illuminated. The sign must be located within ten (10) feet of the building.

What are the temporary sign guidelines?

TEMPORARY SIGN GUIDELINES <i>Howland Township Zoning Resolution Section 10</i>	
General Location	Temporary signs are to be placed on premise only.
Distance from property boundary	Fifteen (15) feet from the public right of way, and ten (10) feet from all other property boundaries. All banners must be firmly affixed to a building so as not to flap with the wind or move in any way.
Maximum size	Thirty-two (32) square feet in area for a free-standing temporary sign or sixty (60) square feet for a banner.
Maximum height	Seven (7) feet for a free-standing temporary sign.
Amount of time permitted for the display of a permitted temporary sign.	A freestanding temporary sign can be displayed for not more than thirty (30) days from the date of the permit. Two (2) temporary sign permits may be granted in one calendar year. A banner can be displayed for not longer than sixty (60) days from the date of permit and only once in a calendar year.

What types of signs are prohibited?

Signs that employ parts or elements that revolve, rotate, whirl, spin, or otherwise make use of motion to attract attention are prohibited. Roof-mounted signs, electronic message signs, inflatable signs, streamers, signs placed on vehicles or trailers that are parked or located for the primary use of displaying such signs, banner flags intended for advertising purposes, and flashing lights are prohibited. Additionally, temporary signs cannot be placed in the public right of way, posted on telephone or traffic poles or placed in a location that may obstruct the sight path of any motorist.

Where can I get a zoning permit application?

Visit www.howlandtownship.org and select *Zoning* and then select *Certificates (Permits)* to download the "*Temporary Sign Application.*" Complete this application and drop it off at the Zoning Department during normal business hours. Allow one to three business days to process the permit application.

What is the permit fee?

See current fee schedule.

What is the penalty for violations of *Howland Township Zoning Resolution*?

As provided in Section 519.99 of the Ohio Revised Code, whoever violates the provisions of this Zoning Resolution shall be fined not more than five hundred dollars (\$500.00) for each offense. Every day the violation exists may be deemed a separate offense.



CONTACT INFORMATION:
Howland Township Zoning Department
205 Niles-Cortland Road
Warren, Ohio 44484
(330) 856-5223
Monday – Friday 8:30 AM to 4:30 PM