



City of Yorba Linda
COMMUNITY PRESERVATION OFFICE
 4845 Casa Loma Avenue, Yorba Linda, 92886
 (714) 961-7138, Fax: (714) 993-9148

**TEMPORARY USE
 PERMIT**
 No.: _____

Banner ___ Open House Signs ___ Construction Trailer ___ Model Home Sales Office ___ Other ___

Applicant/Agent Name: _____

Address: _____

Phone No.: _____ Fax No.: _____

Description of Event: _____

Address of Event: _____

Dates & Hours of Event: _____

Property Owner's Name: _____ Phone No.: _____

Address: _____

Signature: _____ Date: _____

*******For Conditions See Reverse Side*******

I have read and understood the conditions on the reverse side of this document and by signing I agree to all terms and conditions. I understand that failure to comply may result in enforcement action.

Signature: _____ Date: _____

Print Name: _____

Approved by: _____ Date: _____

CONDITIONS

FAILURE TO COMPLY WITH ALL CONDITIONS MAY RESULT IN ENFORCEMENT ACTION

Banners

1. One banner not to exceed 20 consecutive days in a quarter. Grand opening banners not to exceed 30 consecutive days. The 2nd weekend of each month is designated a "free" weekend, and businesses are not required to obtain a temporary use permit. This policy will remain in effect until further notice.
2. Banners shall be constructed of canvas, vinyl, or other weather resistant material and have metal eyelets attached to all four corners. The banner shall be maintained in a neat and tidy
3. Banners shall be mounted with all four corners securely attached to the face of the building and shall not cover windows/doorways.
4. Banners shall be mounted only on business exteriors owned/leased by applicant.
5. Banners shall not exceed 25 square feet.
6. _____

Open House Signs

1. This application permits 4 additional signs for open houses only.
2. Signs shall not exceed 3 square feet in size and may only be displayed between 8 a.m. and sundown.
3. Application must be approved 4 days prior to the event.
4. _____

Construction Trailer

1. Certificate of general liability insurance coverage for a minimum of \$1,000,000.00 with the City of Yorba Linda named as an additional insured by means of an endorsement to the policy is required before approval.
2. 8-1/2" X 11" site plan showing where the trailer is going to be located on the property is required before approval.
3. Must obtain all required building permits, (i.e. temporary power pole, etc.).
4. _____

Model Home Sales Office

1. Certificate of general liability insurance coverage for a minimum of \$1,000,000.00 with the City of Yorba Linda named as an additional insured by means of an endorsement to the policy is required before approval.
2. \$10,000.00 Faithful Performance Bond (3 completed applications to the City Clerk's Office) is required before approval.
3. Planning Department approval of site plan showing the location of the sales office is required before approval.
4. _____

Other

1. Certificate of general liability insurance coverage for a minimum of \$1,000,000.00 with the City of Yorba Linda named as an additional insured by means of an endorsement to the policy is required before approval.
2. _____
3. _____