



Please use blue or black ink to fill out this form.

**Fee: \$25.00**  
 Receipt # \_\_\_\_\_  
 Date Filed \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
 Fee \_\_\_\_\_ Issued by \_\_\_\_\_  
*Office Use Only*

**WALKING SIGN PERMIT**  
 153 Willowbend Rd, Peachtree City, GA 30269  
 P: 770-487-5731 F: 770-631-2552  
**WWW.PEACHTREE-CITY.ORG**

<b>SIGN LOCATION</b>	Street Address _____ _____		<b>PROPERTY OWNER</b>	Name _____ Phone _____	
	<b>Zoning District:</b> <input type="checkbox"/> Retail/Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Office <b>Retail Areas:</b> <input type="checkbox"/> The Avenues <input type="checkbox"/> Aberdeen Corners <input type="checkbox"/> Aberdeen Village <input type="checkbox"/> Braelinn Village <input type="checkbox"/> McIntosh Village <input type="checkbox"/> Kedron Village <input type="checkbox"/> Marketplace <input type="checkbox"/> Peachtree Crossing <input type="checkbox"/> Peachtree Pointe <input type="checkbox"/> PTC Promenade <input type="checkbox"/> Westpark Walk <input type="checkbox"/> Willowbend Center <input type="checkbox"/> Wilshire Pavilion <input type="checkbox"/> Wisdom Pointe <input type="checkbox"/> MacDuff Crossing			I hereby certify that I am the owner/agent of the property where the applicant is requesting the use of a hand-held sign and/or costume for the advertising of their business. I approve the use of my property for this use. <b>Signature of Owner/Agent:</b> _____ <b>Date:</b> _____	
<b>APPLICANT</b>	Name _____ Address _____ City, State, Zip _____ Phone # _____ Email _____		<b>SIGN TYPE</b>	Check all that apply: <input type="checkbox"/> Sandwich sign <input type="checkbox"/> Costume <input type="checkbox"/> Arrow sign <input type="checkbox"/> Poster board <input type="checkbox"/> Picket sign <input type="checkbox"/> Other (describe below) _____	
				<b>Hand-held signage shall not be thrown, tossed, spun, or otherwise maneuvered while being displayed.</b>  <b>Only one hand-held sign/costume per lot per permit allowed.</b>	

<b>HAND-HELD SIGN DIMENSIONS</b>	Sign Dimensions: _____ ft X _____ ft = _____ sq ft		<b>HAND-HELD SIGN CHECKLIST</b>	<input type="checkbox"/> N <input type="checkbox"/> Y Sign and costume photo/rendering/drawing showing color, dimension, and wording?	<b>WALKING SIGN DURATION</b>
	<b>Hand-held sign cannot exceed 6 sqft in size.</b>			<input type="checkbox"/> N <input type="checkbox"/> Y Approval of the property owner?	
		<input type="checkbox"/> N <input type="checkbox"/> Y Site plan or aerial indicating where the walking sign will be on the property. <ul style="list-style-type: none"> <li>• Must be out of the right of way.</li> <li>• Must be on private property.</li> <li>• Must be on the same property as the business location.</li> </ul>		<b>Duration cannot exceed more than three (3) days.</b>	
		<input type="checkbox"/> N <input type="checkbox"/> Y Event duration does not exceed 3 days, last walking sign permit was over 30 days ago.			

<b>SIGN/COSTUME DRAWING</b>	Please draw hand-held sign and/or costume– Label & Show dimensions        (Add separate sheet if necessary)		* Applicant verifies that information is correct and accepts responsibility for compliance with <a href="#">section 908.7</a> of the Peachtree City Zoning Ordinance (Outside Display) and <a href="#">section 66-19</a> of the Peachtree City Sign Ordinance. <b>Signature of Owner/Agent:</b> _____ <b>Date:</b> _____  <b>Non-profit organizations. These regulations shall apply to civic, not-for-profit, and other organizations holding special events and/or conducting events within the city.</b>	
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**OFFICE USE**

This application has been reviewed and approved with the following comments and conditions: _____ _____	<input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> 1 <sup>st</sup> request <input type="checkbox"/> 2 <sup>nd</sup> request	
	Planning Dept: _____ Date: _____	
This application has been reviewed and denied for the following reasons: _____ _____	Next permissible date	_____ / _____ / _____
	Date of last permit	_____ / _____ / _____
Each tenant and/or business shall be permitted <u>no more</u> than 2 permits each calendar year for the use of hand-held signage and/or costumes.		

# USE OF HAND-HELD SIGNAGE AND/OR COSTUMES

Please see the complete 908.7(h) ordinance on the use of hand-held signage and/or costumes below.

## Sec. 908.7(h)a - Definition

As used in this Section 908.7(h), the terms "hand-held signage" and "costume" shall be defined as follows:

- (1) **Hand-held signage** shall mean any poster, display or device that contains any wording, logo, or other representation that, directly or indirectly, names, advertises, or calls attention to a business, product, service, or other commercial activity and is to be held or displayed by a person and not affixed, either permanently or temporarily, to the ground; provided, however, that the term "hand-held signage" shall not include articles of clothing worn by a person including, and limited to, a shirt, coat, hat, sweatshirt, vest, pants, shoes, or socks, and shall also not include any sign that is affixed to a motor vehicle.
- (2) **Costume** shall mean an outfit worn to create the appearance or characteristics of a particular period, person, place, or thing and which is worn by a person to advertise or call attention to a business, product, or service or commercial activity.

## Sec. 908.7(h)b – Conditions and Requirements

In addition to signs otherwise permitted in this chapter, properties in commercial, office and industrial districts wishing to utilize hand-held signage and/ or costumes may do so only by obtaining a permit under the following conditions and requirements:

- (1) **Application.** Prior to display and/ or use of any hand-held signage and/ or costumes, an application for a temporary special events permit shall be filed with the city planner. One permit shall be issued to cover all signs and devices during the period of permit coverage. All signs and devices to be covered by the permit shall be specifically described as to their size, color and wording as well as location on the premises.
- (2) **Approval of property owner.** As a part of the application process, a letter must be provided from the owner of the property where the hand-held signage and/ or costumes will be utilized indicating they are aware that hand-held signage and/ or costumes will be utilized to advertise a business located on their property.
- (3) **Fees.** Fees shall be as adopted by City Council in the Schedule of Fees and kept on file in the City Clerk's office.
- (4) **Size.** The total size of all hand-held signage permitted under this section shall not exceed six (6) square feet. Hand-held signage shall not be thrown, tossed, spun, or otherwise maneuvered while being displayed.
- (5) **Location.** Individuals utilizing hand-held signage and/ or costumes shall not stand within a city, county or state-owned right-of-way, easement or greenbelt. The use of hand-held signage and/ or costumes shall be limited to the property where the business being advertised is located (no exceptions). Individuals utilizing hand-held signage and/ or costumes shall be located a minimum of twenty-five (25) feet from a street or driveway intersection as measured from the back of curb or the edge of pavement if no curb exists.
- (6) **Timeframe.** Each permit for hand-held signage and/ or costumes shall be issued for no more than three (3) consecutive days. There shall be no less than thirty (30) consecutive days between the issuance of a subsequent permit for the use of hand-held signage and/ or costumes for the same tenant and/ or business.
- (7) **Number of permits.** Each tenant and/ or business shall be permitted no more than two (2) permits each calendar year for the use of hand-held signage and/ or costumes. Should hand-held signage and/ or costumes be used for more than one (1) tenant and/ or business, a separate permit will be required for each tenant and/ or business being advertised.
- (8) No more than one (1) hand-held sign and/ or costume shall be permitted as a part of each temporary special events permit. There shall be no more than one (1) hand-held sign and/ or

costume used to advertise a business or retail center at any one time.

- (9) **Non-profit organizations.** These regulations shall apply to civic, not-for-profit, and other organizations holding special events and/ or conducting events within the city.

### Sign Types:



Figure 1 - Sandwich Sign



Figure 2 – Costume



Figure 3 - Arrow Sign



Figure 4 - Poster Board Sign



Figure 5 - Picket Sign