

## BOISE CITY PORTABLE SIGN FREESTANDING APPLICATION

File Number \_\_\_\_\_ Fee \_\_\_\_\_

Cross Referenced File(s) \_\_\_\_\_ Zone: **C-5DD**

**Steps:**

1. Compliance with **BCC 11-11-08 J** must be met.
2. Documentation of approval from Capital City Development Corporation (CCDC) must be included with this application. **CCDC 805 W. Idaho, Boise, ID, 208-384-4264**
3. Documentation of approval from the Ada County High District (ACHD) must be included with this application. **ACHD 3775 Adams St, Garden City, ID 208-387-6100**
4. Picture(s) or scaled rendering of approved Sign and must be included with this application. Approved area of placement must be clearly defined.
5. Bring to Boise Planning & Development, 2<sup>nd</sup> Floor City Hall, for permit.

Business Name: \_\_\_\_\_

Address of Subject Property: \_\_\_\_\_

Name of Business Owner: \_\_\_\_\_

Name of Contact Person: \_\_\_\_\_

Address of Contact Person: \_\_\_\_\_

\_\_\_\_\_  
*Address, City, State, Zip Code, Phone Number, & e-mail address*

Type of Sign: \_\_\_\_\_

Location of Sign: \_\_\_\_\_

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

***Change of approved Sign and/or Location of approved Sign will require a new application.***

Permit Approved by: \_\_\_\_\_ Date : \_\_\_\_\_

*Permit application and all documentation required to be scanned into Advantage.*

cc: Code Enforcement

BCC 11-11-08 – Portable Signs in the C-5 District

- J. Portable signs are defined as A-frame, T-frame, and similar free-standing, movable signs that are placed on the public sidewalk for the promotion of a business and/or product. This ordinance is intended to allow for the use of accessory signage for businesses within the C-5 zone. No such portable sign may be placed in the public right-of-way without a permit including prior or concurrent review by Capital City Development Corporation and license or prior approval by the Ada County Highway District. Portable signs in the C-5 district shall comply with all of the following standards:

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1. Qualifying Uses: Retail, retail services, dining and drinking establishments may be permitted the use of portable signs. Portable signs for all other uses shall be prohibited.
2. Sign Placement:
  - a. Sign placement is limited to the portion of the sidewalk that is located directly in front of the business to which the sign promotes and shall not be placed in front of another business.
  - b. Sign placement on sidewalks that are fully improved according to the adopted downtown urban renewal plan and have a minimum width of 12-feet from the face of the building to the back of the curb, may be located in the furnishing zone and shall not be located in the pedestrian zone. (see Exhibit A)
  - c. Sign placement on sidewalks that have limited improvements and are not improved to the adopted downtown urban renewal standards may be located near the curb line and shall not be located in the pedestrian zone. (see Exhibit A)
  - d. Sign placement shall provide a minimum of five feet of a continuous clear zone for pedestrians located between the building and roadway and shall comply with all aspects of the Americans with Disabilities Act (ADA) Guidelines and shall not obstruct pedestrian traffic, create pedestrian-vehicular conflicts or create a safety hazard.
  - e. Portable signs abutting an accessible on-street parking space shall not be placed within 5 feet of the back of curb abutting the accessible parking stall.
  - f. Regardless of height or size, under no circumstance shall a sign be placed within the vision triangle of a street or driveway.
  - g. Under the exceptional circumstance there is insufficient space for sign placement in the furnishing zone or near the curb line, a portable sign may be placed in vestibules, alcoves or near building entries in such a manner that said sign complies with paragraph 2d of this section and does not encroach on the pedestrian zone.
3. Number of Signs: Businesses that are located on the ground floor of a building located within the C-5 zone and have street frontage are allowed a maximum of one portable sign per entrance with no more than one portable sign per street frontage. One portable sign per building frontage may be permitted for all uses at upper levels and one per building frontage for all uses below the ground floor. For each (levels above ground floor and levels below ground floor), the sign shall be limited to either one individual sign or one directory sign.
4. Sign Design: Portable signs shall be constructed of stable and durable materials that will hold up under adverse weather conditions. The background area of the sign shall not exceed a size of seven square feet. A sign may be single sided or double sided

All Boise City Codes can be found at [www.cityofboise.org](http://www.cityofboise.org).

*WMM/wmm/Downtown Free Standing Sign Application 5 Apr 2007*