

A User's Guide to

SIGNS IN AVONDALE



WHEN DO I NEED A SIGN PERMIT?

Nearly all signs in Avondale, including most temporary signs, require a sign permit. A few signs such as real estate signs, garage sale signs, political signs and public hearing signs do not require permits.



WHO DO I CALL WITH QUESTIONS REGARDING SIGNS?

Please call the Planning Division at (623) 333-4000 with any sign questions.

HOW DO I APPLY FOR A SIGN PERMIT?

A sign permit application is necessary. In addition, please provide three copies of a site plan showing where the signs will be located and three copies of building elevations if the proposal includes wall signage. A review fee of \$30 is due when application is submitted. Property owner approval is also required for most signs in shopping centers.



WHAT IS THE COST FOR A SIGN PERMIT?

For permanent signs, the cost is a review fee of \$30 plus a fee based on the square footage of the sign. A fee is also charged if the sign requires an electrical inspection. For temporary signs, the fee is \$30.

DO TEMPORARY SIGNS NEED A PERMIT?

A sign permit is required for most temporary signs and temporary displays. Generally, the signs must be located onsite, cannot block windows or doors, and must be kept in good repair. Temporary sign permits are valid for a maximum of 10 days after which time the sign(s) must be removed. Permits for temporary signs may be requested up to 3 times a year, 30 days between each display.

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DOES A BALLOON DISPLAY REQUIRE A SIGN PERMIT?

Yes, balloon displays including large tethered balloons, special event balloon displays, and balloon figures require temporary sign permits. Displays cannot be placed on the roof of any business.



HOW DO I REPORT A SIGN THAT I BELIEVE IS IN VIOLATION OF THE CITY'S SIGN ORDINANCE?

Please call the Code Enforcement Division at (623) 333-2701.



MASTER SIGN PACKAGE:

Master sign packages are required for most shopping centers, business parks, and commerce parks. Master sign packages often include specific regulations in relation to the number, location, type, and size of signage permitted for certain developments in Avondale. Please call the Planning Division to check if your site is subject to a master sign package.



Development Services/Planning Division

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(623) 333-4000

www.avondale.org/developmentservices

Open M -Th 7 am – 6 pm/Closed Friday