

City of El Segundo

Community Development Dept. 350 Main Street El Segundo, CA 90245 (310)524-2350 planning@elsegundo.org

TEMPORARY SIGN PERMIT

Environmental Assessment No:		TSP No:				
		Date:				
Please select one of the following Tempora	ry S	igns:				
Special Event or Sale Signs up to 100 square days. Construction Signs up to 32 square feet in are Community Development Department may grant up Announcement or Coming Soon Signs up to erected and maintained with a building permit no maintained that signs greater than 500 squand additional time for processing which can take 3	ea fo p to 100 nore uare	or a maximum period of 6 mon 3 separate six-month extension square feet for a new develop than one year. feet in area require an Admini	nths and the Director of ons. ment or business may be			
Check one: Private property		Public property:				
Applicant:						
Name (print or type)	•	Phone	Fax			
Address		Email				
- City/St/Zip		Signature				
Check One: Owner Lessee		Agent 🗌				
Property Owner:						
Name (print or type)		Phone	Fax			
Address		Email				



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City/St/Zip			Signature				
Event Location:							
Type of function:							
Describe any temporary tents, generators, lighting, cooking, electrical gas, amplified sound, etc:							
Dates/Days:							
-	set-up	<u>event</u>	<u>clean-up</u>				
Hours:							
	<u>set-up</u>	<u>event</u>	<u>clean-up</u>				
Description of Event:	No. of people:	Open to public:	Closed to public:				

Provide a fully dimensioned Site Plan drawn to scale with the following information:

- Existing buildings, parking layout, driveway curb cuts, property lines, and a north arrow for orientation.
- Provide enlarged details of each sign and show the proposed location for each sign.
- Include if applicable on the site plan the proposed location of temporary tents, tables, fencing, structures, including lighting, cooking, food booths, toilets, generator, and/or shuttle drop-off areas.



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Date	Staff Signature	Comments	Approval	
			<u>Yes</u>	<u>No</u>
	Planning			
	Building Safety			
	Fire			
	Recreation & Parks			
	Police			
	Public Works			
	City Attorney			
	Finance			<u> </u>
Distributio	n: Original – Applicant	Copies – All departments who approved	File	e

Rev: 06/23/2022

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