

**PILOT PROGRAM
PERMIT FOR PORTABLE SIGNS
WITHIN THE OXNARD CENTRAL BUSINESS DISTRICT**

REVISED November 2004

Commencing September 16, 1996, the City of Oxnard will initiate a pilot program within the downtown area permitting "Sidewalk" signs. These signs shall be developed under a design criteria established to provide architectural and artistic value and maintain a certain level of consistency throughout the downtown area. Below is a list of the design criteria for these types of signs and the submittal requirements needed for City review and possible approval.

CENTRAL BUSINESS DISTRICT PROGRAM • PLANNING DIVISION

Permit valid only for the address indicated below:

Building Address: _____

Business/Tenant Name: _____

Hours of Operation: _____

Portable Sign Definition:

A sign which is self-supporting, designed to be moveable, and not structurally attached to the ground, a building, a structure or another sign.

Required Standards:

1. This pilot program shall extend to only those properties currently zoned CBD.
2. The sign shall be made of substantial materials such as wood or metal (cardboard or paper signs are not permitted).
3. Only one portable sign per business is allowed.
4. Portable signs shall be stored indoors after hours of operation.
5. Signs shall not exceed a maximum height of five feet or a width of two feet nor shall exceed a maximum footprint of three square feet. Sign shall not be permitted to have a rectangular shape.
6. The sign shall be placed directly in front of the business identified on the signs.
7. The sign shall not obstruct access to the building, any fire hydrant, or utility controls.
8. Signs in the public right of way shall maintain a four (4) foot minimum clearance.
9. Letters shall be painted or engraved. Vinyl stick-on lettering shall not be permitted.
10. Signs shall not flash, scintillate, move, change color, appear to change color or intensity, or contain any part or attachment which does the same. No sign shall be of an "A" frame or sandwich design.
11. This permit shall be renewed yearly and may be withdrawn by the City should this pilot program be terminated.
12. Exceptions to the above criteria may be given based on exceptional or unique sign design concepts.

Design and Maintenance:

13. Signs shall be retained in good condition, with touch-up or repainting as needed. Peeling paint shall be replaced promptly.
14. Damaged signs shall be repaired immediately.
15. All signs shall be of professional quality.
16. All surfaces shall be painted or varnished to be consistent with sign.
17. Figurative signs - shaped to reflect the silhouette of a particular object (for example, a key, a coffee cup, etc.) are encouraged.

Submittal Requirements:

The following information must be provided to obtain a temporary sign permit:

18. An eight and one-half inch by eleven inch (8½" x 11") colored drawing with materials, colors, and sizes identified.
19. Site plan showing proposed sign location and dimensions.
20. Permit Fees. Please see the Planning Division for a current fee. (Over-The-Counter Permit Fee)

I hereby certify that I have read and understand the above required standards and that I hereby agree to abide by them.

Signature of Business Tenant or Agent

_____ Date

Central Business District Program Approval

_____ Date

EXAMPLES OF ACCEPTABLE PILOT PROGRAM SIGNS

