

## Temporary Real Estate Sign – Supplemental Information Form

### Declaration Under Penalty of Perjury

I \_\_\_\_\_ declare:

I am the owner, manager, or agent of the property commonly known as \_\_\_\_\_ in Foster City and I intend to install a temporary real estate sign at this property. In lieu of submitting site and elevation plans for the proposed sign, I agree that the sign shall be installed and maintained according to the provisions outlined in the table below:

(From Table 1 of Section 15.12.180 of the Foster City Municipal Code)

Type of Sign	Purpose of Sign	If the Property Size is	Max. Size Allowed for Sign is	Allowed Signs per Frontage	Minimum Setback	Removal Required
Commercial and industrial real estate signs	Identify vacant land for sale or development	Up to 1 acre	16 sq. ft.	One	15 ft.	60 days of sale of property or erection of signs allowed for soliciting tenants, or upon initiation of construction; whichever occurs first
		1 to 5 acres	32 sq. ft.			
		More than 5 acres	32 sq. ft.	One plus one for each addl. 500 ft. of frontage		
	Soliciting tenants in a future project for which plans have been approved <u>or</u> offering an entire existing developed property for sale or lease	Up to 1 acre	16 sq. ft.	One	5 ft.	One year following installation. No new temporary signs soliciting tenants shall be allowed for one year following the date of expiration except that a new application may be submitted for a permanent sign. (See No. 6, below)
		More than 1 acre	32 sq. ft.			
		Any size	16 sq. ft.			
Soliciting tenants in an existing developed property	Any size	16 sq. ft.				

Additional requirements:

1. All signs shall be freestanding and not illuminated
2. Signs shall be not more than eight feet in height.

Note: Staff will review the sign proposal to ensure that it is well-proportioned with respect to height and width.

**Please fill out the appropriate sign information, below and on the reverse side of this form:** ↗

1. The dimensions of the sign face are as follows:  
     \_\_\_\_\_ feet in width  
     \_\_\_\_\_ feet in height  
 These dimensions will yield a sign area of \_\_\_\_\_ sq. ft.
2. The sign is: *single-faced* – or – *double-faced* (circle one)
3. When installed, the sign (including posts) will have a maximum height of \_\_\_\_\_ feet as measured from grade to the top-most portion of the sign.

4. The sign text will read: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. The lettering on the sign will have a height of \_\_\_\_\_ inches.

6. Will the sign have a logo or other graphic? *yes* – or – *no* (circle one)  
If so, the logo’s dimensions are \_\_\_\_\_ in width, and  
\_\_\_\_\_ in height.

*If a logo/graphic is proposed, please provide a copy (business card, photo, etc.) with this form*

7. Please describe the sign’s proposed location on the property (including setbacks from property lines, back of public sidewalks, and/or driveways, etc). \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. In lieu of site plan and elevation drawings, one of the following choices is required to supplement this form: (check one) ↗

- A prototype design for the sign with material/color samples on file with the Community Development Department (refer to File No. \_\_\_\_\_, approved \_\_\_\_\_); **or**
- A completed Sign Design Template (available at the Community Development Department).

I understand that the sign is approved only for the subject location as described in #7 (or as permitted by the City) and that City review and approval is required prior to the sign being moved to a new location on the property.

I further agree that, if the City determines that the sign (after installation) creates any safety, sight-distance, aesthetic, or other impacts, I will remove and/or relocate the sign to the satisfaction of the City within 7 days of being notified by the City.

Executed under Penalty of Perjury on \_\_\_\_\_ 19\_\_\_\_ at Foster City, California.

\_\_\_\_\_  
Signature (Property Owner/Agent)

\_\_\_\_\_  
Date

Applicable City Regulations:

Code sections refer to Section 15.12.180 (Temporary Signs) of Chapter 15.12 (Sign Control) of Title 15 (Buildings and Construction) of the Foster City Municipal Code.