



City of Spring Hill, KS | Community Development | 401 N. Madison | Phone: (913) 592-3657 | planning@springhillks.gov

Temporary Signs

A temporary sign is any sign made of cloth or another combustible material, with or without a frame, which is usually attached to the outside of a building on a wall or storefront for a limited period of time; or a sign which is not permanently attached to the ground, building, or load-bearing structure.

Do I Need A Permit?

Many temporary signs require a permit approved by the Community Development Department. Applications are available at City Hall or www.springhillks.gov. A \$10 permit fee is charged.

Exemptions are granted for signs such as real estate or project construction signs or signs inside buildings or painted on windows.

Temporary signs for special events for public, charitable, religious, or fraternal organizations also do not require a permit. These signs may be located on or off premises subject to approval, are prohibited on public property or right-of-way, and must be removed within 48 hours of the event.

Duration and Number of Permits

One temporary sign permit may be issued at any one time for any business, industry, or shopping center. Temporary signs may be displayed 10 different times for a period of two weeks each or for more than two weeks up to 140 days with approval.

Size

Temporary signs are limited to the size of permanent signs in the zoning district. See section 17.730 for the City's Municipal Code to view the sign ordinance and permitted sizes.

Removal

Signs displayed without an approved permit or displayed longer than allowed by permit may be removed by the City. Any sign, whether it has a permit or not, may be removed by City staff if it is on public right-of-way.

Inspections

Temporary signs are subject to inspection for compliance with permit provisions.

Construction

Temporary signs must be constructed of cloth or other combustible material, with or without a frame. They can be attached to the outside of a building on a wall or store front but may not be permanently attached to the ground, building, or other load-bearing structure.

Location

Temporary signs must be located on the property where the business is located and not on public right-of-way. They may not obstruct any building egress, openings, ventilation, fire escapes, windows, doors, or other openings and may not obstruct the line of sight for traffic.