

Gladstone businesses located in commercial or industrial zoning districts that want to display a portable A-frame sign need to complete the short application below and return the application along with your business license application/renewal form. There is a \$100.00 initial application fee for the permit. A-frame sign permits will renew automatically with your annual business license. Please be advised that non-conforming signs or signs that don't have a permit could be subject to enforcement. To view Chapter 17.52, Signs, of the Gladstone Municipal Code on the city's website, go to <http://www.codepublishing.com/OR/Gladstone/#!/gladstone17/Gladstone1752.html#17.52>. For more information, contact the City's planner, at [permit.review@3j-consulting.com](mailto:permit.review@3j-consulting.com) or 503-946-9365 x 206

## PORTABLE A-FRAME SIGN APPLICATION

Business Name	Address	Telephone Number
Sign Height	Sign Size	Address/Location of Sign

I have carefully read Section 17.52.070(4) "Portable A-Frame Signs" of the Gladstone Municipal Code.

Applicant Signature	printed name	date
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***IF the A-Frame sign is to be located at an address different from your business address above, consent is required by the business/property owner where the A-frame sign is to be located. By signing this consent, the signatory explicitly waives rights to an additional A-frame sign.***

Property owner signature	printed name	date
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Except from Section 17.52.070(4) of the Gladstone Municipal Code:

Portable A-frame signs are allowed in commercial and industrial zones.

**Number** One A-frame sign is allowed per business. If no business exists on a parcel of property, then one A-frame sign is allowed for that property. If a business or property, as relevant, uses an A-frame sign, then a temporary sign under Gladstone Municipal Code Chapter 17.52.100 cannot be erected.

**Location** An A-frame sign must be located within a property's setback, or within another commercially or industrially zoned business's setback, except as provided below.  
 If the sign is located on another commercially or industrially zoned property, the sign owner must obtain written consent from the business's owner, or from the property's owner if no business exists on the property. As only one A-frame sign is allowed per business or property, as relevant, this consent must also explicitly waive the owner's right to an additional A-frame sign.  
 For properties without setbacks, or for properties that directly abut a sidewalk, the sign cannot impede pedestrian access along the business's frontage. A sign placed on or near a sidewalk must allow for at least five feet of unobstructed sidewalk width.  
 An A-frame sign cannot be placed within a roadway, or in medians, traffic islands or any other area within a roadway; any sign so placed constitutes a safety hazard and may be removed by the city.

**Maximum Size** four feet high and six square feet per side.

**Duration** A-frame signs may be displayed permanently, and may be displayed when a business is closed.  
 The permit for an A-frame sign will be renewed contemporaneously with annual business license renewal, although if an A-frame sign owner's business license expires or is otherwise rendered invalid, the owner's use of its A-frame sign is prohibited until a new business license is issued.  
 A business cannot obtain more than one business license in order to have more than one A-frame sign.

Please return completed forms to: City of Gladstone, 18505 Portland Avenue, Gladstone, OR 97027