

City of Brodhead

Temporary Banner/Sign Request Form

The Brodhead Common Council has adopted this request form and updated the City Ordinance to control banners and signs being placed on City property.

Placement and length of time is addressed to enable mowing and upkeep of the area.

Contact information will enable us to let you know that your banner is in need of repair or other problems.

The size will still allow the 9' by 3' banners we have all used in the past.

Request forms can be picked up from the City Clerk and returned to the City Clerk for review and approval.

If your organization is planning a public event and you plan on putting up banners or signs or if you have questions, please contact:

Wade Boegli, Brodhead Parks Director 897-2159 or

Rich Vogel, Brodhead Public Works Supervisor 897-4384

Brodhead Common Council

City of Brodhead

Temporary Banner/Sign Request Form

The Brodhead Common Council has adopted this request form to better manage banners and signs being placed on City property. Signs should promote City and/or public events. Placement and length of time is addressed to enable mowing and upkeep of the area. Contact information will enable us to let you know if your banner is in need of repair or other issues.

Brodhead Common Council

Name of organization: _____

Name of applicant/responsible Individual: _____

Phone: (____) _____ **Email address:** _____

Purpose of banner/sign: _____

Date banner/sign will be posted: Placement: ____/____/____ Removal: ____/____/____

Area(s) requested for placement and number of banner(s)/sign(s) at each area:

- South side City entrance off Frontage Road _____ banner(s)/sign(s)
- North side City entrance (Legion Park) _____ banner(s)/sign(s)
- Veterans Park _____ banner(s)/sign(s)
- Other (explain): _____ banner(s)/sign(s)

Rules for placement:

1. No banner(s)/sign(s) can be affixed to a utility pole, tree, or other banner/sign.
2. No banner(s)/sign(s) shall be placed more than thirty-six (36) inches above the ground.
3. No banner(s)/sign(s) shall exceed twenty-seven (27) square feet in size.
4. No banner(s)/sign(s) shall be erected for more than twenty-eight (28) days.
5. A minimum of six (6) feet is required between banners/signs.
6. Banner(s)/sign(s) must comply with applicable zoning ordinance regulations.
7. Political, private, or commercial signs are not allowed on City property.

Note: More information such as size, wording, and pictures may be requested by City officials.

Applicant signature: _____ Date: ____/____/____

FOR OFFICIAL USE ONLY

Reviewed by: _____ Date: ____/____/____

Approved Denied
Reason for denial: _____