

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: January 6, 2020

Item No.: 9.g

Department Approval



City Manager Approval



Item Description: Annual City Sign Permits for 2020

1 **BACKGROUND**

2 The City Council annually approves sign permits for city events held throughout the year by multiple
3 City Departments.

4
5 For 2020 the Departments prepared the attached list of signage requirements for the entire year,
6 recognizing that some events may change dates or times slightly.

7
8 The signs and displays must adhere to setback provisions, except for directional signage, which may be
9 at the property line.

10 **STAFF RECOMMENDATION**

11 Staff recommends the Council approve the 2020 sign permit for city uses and promotions as listed in
12 the attached summary.

13
14 **REQUESTED COUNCIL ACTION**

15 By motion, approve the 2020 sign permit for city uses and promotions as listed in the sign summary
16 dated 1-6-20.

17 Prepared by: Lonnie Brokke, Director of Parks and Recreation and other departments as appropriate

Attachments: A: Annual City Temporary Signage 1-6-20

EVENT/ACTIVITY	SIGN DESCRIPTION	LOCATION	TIMING
PR - Rink Attendants Recruitment	<ul style="list-style-type: none"> 4 x 4 two sided display 	<ul style="list-style-type: none"> At 6 warming house locations 	<ul style="list-style-type: none"> As needed November / Dec
PR - Cedarholm Specials, Rosefest Sign, Tournament signs	<ul style="list-style-type: none"> 4 x 8 signs on plywood 	<ul style="list-style-type: none"> Placed in front along Hamline Ave. Attached to fence along Hwy 36 	<ul style="list-style-type: none"> April - October
PR - Discover Your Parks Series	<ul style="list-style-type: none"> 4 x 8 signs on plywood 	<ul style="list-style-type: none"> In front of each scheduled park 	<ul style="list-style-type: none"> Various locations, May - August
PR - Community Halloween Party	<ul style="list-style-type: none"> 4 x 8 sign on plywood Directional and informational 	<ul style="list-style-type: none"> HANC CP Dale Street Arboretum area 	<ul style="list-style-type: none"> October
PR - Nature Center Special Events Earth Day, Open House, Wild Rice Festival	<ul style="list-style-type: none"> 4 x 8 sign Directional and informational 	<ul style="list-style-type: none"> HANC 	<ul style="list-style-type: none"> Periodically February - September
PR - FOR Parks fundraising events	<ul style="list-style-type: none"> Directional and informational 	<ul style="list-style-type: none"> Numerous locations throughout the city 	<ul style="list-style-type: none"> Select Dates June - November
PR - Passport to Play	<ul style="list-style-type: none"> 4 x 8 sign on plywood 	<ul style="list-style-type: none"> In front of each programmed park 	<ul style="list-style-type: none"> May - August
PR - Summer Staff Recruitment	<ul style="list-style-type: none"> 4 x 8 sign on plywood 	<ul style="list-style-type: none"> Rotated among parks system-wide 	<ul style="list-style-type: none"> February - May
PR - Arboretum Special Events Plant Sale	<ul style="list-style-type: none"> 4 x 4 two sided display 	<ul style="list-style-type: none"> Entrance to the Arboretum Parking Lot on Dale Street 	<ul style="list-style-type: none"> Periodically May - September
PR - Rosefest events including Parade, Run/Roll for the Roses, July 4, Taste of Rosefest	<ul style="list-style-type: none"> Traffic information 	<ul style="list-style-type: none"> Along and near route 	<ul style="list-style-type: none"> June/July
PR - Holiday Craft Fair/Boutique	<ul style="list-style-type: none"> 4 x 8 signs on plywood Directional and informational 	<ul style="list-style-type: none"> City Hall, Skating Center Civic Center and C and Woodhill, Numerous locations throughout City 	<ul style="list-style-type: none"> December
PR - Art Series/Art and Craft Show	<ul style="list-style-type: none"> 4 x 4 two sided displays Directional and informational 	<ul style="list-style-type: none"> Roseville Skating Center Civic Center and C and Woodhill, entrance to Skating Center Numerous locations throughout City 	<ul style="list-style-type: none"> Periodically March - December
PR - Wild Rice Festival	<ul style="list-style-type: none"> 4 x 8 signs on plywood Directional and informational 	<ul style="list-style-type: none"> HANC Numerous locations throughout City 	<ul style="list-style-type: none"> September - October
PR - Summer Special Events at Amphitheatre	<ul style="list-style-type: none"> Directional and informational 	<ul style="list-style-type: none"> Central Park Lexington and Amphitheatre area 	<ul style="list-style-type: none"> May - August
PR - Tapping Time event	<ul style="list-style-type: none"> 4 x 8 signs on plywood Directional and informational 	<ul style="list-style-type: none"> HANC Numerous locations throughout City 	<ul style="list-style-type: none"> March
PR - Skating Center Events	<ul style="list-style-type: none"> Directional and informational Welcome 	<ul style="list-style-type: none"> Near Campus 	<ul style="list-style-type: none"> Major Local/State/National/ International events as scheduled
PD - Recruiting Police Reserves	<ul style="list-style-type: none"> 5 x 5 two-sided display 	<ul style="list-style-type: none"> In front of City Hall 	<ul style="list-style-type: none"> As needed
PD - Family Night Out and Night to Unite	<ul style="list-style-type: none"> 4 x 8 signs on plywood 	<ul style="list-style-type: none"> City Hall and Central Park 	<ul style="list-style-type: none"> July - August
FD - Fire Prevention Program	<ul style="list-style-type: none"> Informational 	<ul style="list-style-type: none"> Fire Station 	<ul style="list-style-type: none"> As needed
FD - Fire Dep. Open House/Com. Events	<ul style="list-style-type: none"> 4 x 4 two-sided display 	<ul style="list-style-type: none"> Fire Station 	<ul style="list-style-type: none"> As needed
LC - Renovation	<ul style="list-style-type: none"> 4 x 8 affixed to the building or between two building support poles 	<ul style="list-style-type: none"> License Center 	<ul style="list-style-type: none"> TBD
CD - Job Fair	<ul style="list-style-type: none"> 2 x 4 A-frame directional signs 	<ul style="list-style-type: none"> Various locations around County Road B and Fairview Ave. 	<ul style="list-style-type: none"> February 25