

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: **1/07/2019**
Item No. **9.g**

Department Approval



City Manager Approval



Item Description: Approve Annual City Sign Permits for 2019

1 **BACKGROUND**

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

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5 For 2019 the Departments prepared the attached list of signage requirements for the entire year,
6 recognizing that some events may change dates or times slightly.

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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 2019 sign permit for city uses and promotions as listed in
12 the attached summary.

13
14 **REQUESTED COUNCIL ACTION**

15 By motion, approve the 2019 sign permit for city uses and promotions as listed in the sign summary
16 dated 1-7-19.

17 Prepared by: Lonnie Brokke, Director of Parks and Recreation and other departments as appropriate
Attachments: A: Annual City Temporary Signage 1-7-19

| 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 Feb - 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"> April 9, 2019 |