

East Lyme Parks and Recreation Commission

Sign/Banner Display Policy for the Liberty Green

1. No signs/banners shall be erected or displayed at the Liberty Green without a permit issued by the Parks and Recreation Department or Commission.
2. Dimensions:
 - a. Signs shall be of sandwich board/free standing style with a maximum size of **3' x 5'**.
 - b. Banners shall be hung from the two poles on site and no larger than **3' x 20'**.
3. Applications will be accepted on a first come/first serve basis. The maximum number of banners is (3) three and signs (4) four to be displayed at one time.
4. Time frame signs/banners will be allowed to be displayed is 14 days unless permission is granted by the commission for an extension. Signs/banners must be removed 48 hours after the permit has expired.
5. Prohibited signs:
 - a. Signs that advertise goods or services for the profit of the advertiser.
 - b. Signs promoting any political party or the election of public office or any individual.
6. The authority to issue any permit is delegated to the Director or designee subject to the following:
 - a. Upon request of applicant the Director shall refer the request if denied to the Commission for its consideration at its next regularly scheduled meeting.
 - b. The Director may refer any application to the Commission for its consideration at its next regularly scheduled meeting.
7. Permit procedure:
 - a. All applications must be on a form approved by the Commission and shall: (1) state the proposed location, dates of display and be accompanied by a drawing representing its dimensions, all wording and its material composition. (2) Be submitted to the Parks and Recreation Office at least (5) five working days prior to its initial proposed display.
 - b. The permit will state the time period that the sign may be displayed and will clearly state that any sign that is placed on display contrary to the limitations of the permit will be removed by the Department without liability for its damage.
8. Any sign displayed in violation of this policy may be removed by the Department without liability for its damage in the process

Adopted: December 1993

Amended: September 2005

