PROHIBITED SIGNS

- Signs mounted on or above roofs or roof eaves, or using flashing, moving or intermittent lighting or moving parts
- Signs mounted on utilities, traffic signals, telephone poles, trees, or vehicles
- Signs which conflict with traffic control devices or the safe flow of traffic
- Flags, spotlights, or other similar attraction devices (except banners approved by city permit)
- Off-site signs
- All exterior neon signs
- Off-site attraction-getting devices (including, but not limited to, costumed employees, employees with signs, etc.)
- Outdoor displays (without a City permit)
- Signs posted in the public right-of-way (except as authorized in the San Juan Capistrano Municipal Code)
- Any inflatable signs

Community Development Department Mission Statement: “To preserve the small, village-like character of the community through high quality design, diverse housing, and the preservation of cultural resources, open space, natural creeks and ridgelines in a manner that will enhance the quality of life for the City’s present and future residents.”

Any Questions? Please call the Planning Division at (949) 443-6331.
BUSINESS SIGNS

The City of San Juan Capistrano offers a number of opportunities for promoting your business. The information contained within this brochure briefly summarizes the City’s sign regulations for businesses and properties located within the City’s commercial and industrial districts.

The City encourages you to inquire with your property owner and management to see if a sign program has been adopted for your tenant lease space or property. If no sign program exists for your location, the zoning district regulations apply.

In most cases, the City will issue a sign permit over the counter when you submit your sign application. However, new monument signs and multi-tenant sign programs require approval by the Planning Commission. The City requires the property owner’s signature on all sign applications prior to permit issuance. Special event permits that include signs require additional processing time depending upon the nature of your event.

Additional information regarding signs may be obtained from the Community Development Department at the public counter, by telephone at (949) 443-6331 or by accessing the San Juan Capistrano Municipal Code from the City's web page address at www.sanjuancapistrano.org. Information and applications for sign and special event permits may be downloaded from the web site for your convenience. The City of San Juan Capistrano welcomes your business and looks forward to serving you in the future.

SIGNS REQUIRING PERMITS

- **Los Rios District Signs**: Businesses located in the Los Rios District are subject to the provisions of the Los Rios Specific Plan.
- **Permanent Sign Permit**: The Municipal Code (or the City-approved sign program for each shopping center) determines the number, size, and type of sign you will be permitted to install for your business. If your shopping center does not have a sign program, the City’s sign ordinance sets forth the maximum allowable size based upon the applicable zoning designation. All new signs including change of copy signs require a permit prior to installation.
- **Temporary Sign Permit**: For temporary identification while waiting for installation of your permanent sign, you may apply for a temporary sign (up to the maximum size of your permanent sign) provided you show written proof that your permanent sign has been ordered.
- **Grand Opening and Promotional Banner Permit**: Any banners may be displayed for 45 days a calendar year; one time only. Banners shall not exceed 48 square feet in area, may only be mounted on building facades. Subleasees shall not install banners. A permit must be obtained prior to displaying your banner.
- **Portable Sign Permit**: One portable sign per tenant may be installed not more than 50 feet from the main entrance not exceeding 4’-6” in height or 5 square feet in area
- **Special Event Permit**: For merchant, center-wide, or non-profit special events, you will need to obtain a special event permit signs to identify special events are permitted as part of the Special Event Permit.

SIGNS NOT REQUIRING PERMITS

- **Holiday Window Decorations and Lighting**: Permitted December 1st through January 2nd.
- **Temporary Window Signs**: Window signs that cover no more than 25 percent of the total window area.
- **Neon “Open” and “Closed” Signs**: Maximum allowable size: 2 square feet
- **Real Estate Signs**: See Municipal Code Section 9-3.543(F(2)(H)
- **National and State Flags**: Limited to one each per parcel provided it is not construed by the Planning Director to be an attraction-getting device. Residential zones maximum 24 square feet and non-residential zones a maximum of 40 square feet in area.
- **Restaurant Menu Board Signs**: Permanent building-mounted signs not exceeding 4 square feet (may be illuminated)