



Agenda Item:

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## COUNCIL COMMUNICATION City Manager's Office

### GENERAL INFORMATION

Agenda Date: 04/11/05  
No.: 05-196  
Agenda Item Type: Resolution  
No.:

Communication

Roll Call

Submitted by: Eric Anderson, City Manager

### SUBJECT—

Waiver of Fees for Temporary Signage for Neighborhood Sponsored Events

### SYNOPSIS—

This action will waive the fees for temporary signs that advertise neighborhood-sponsored events. The Des Moines Neighbors will annually provide to the City a list of neighborhood-sponsored events that will utilize the fee waiver.

### FISCAL IMPACT—

A temporary sign advertising a neighborhood event for up to 30 days in advance of the event costs \$135.00. The cost for waiving the sign fee for neighborhood-sponsored events would be a maximum of \$3,000 annually.

### RECOMMENDATION—

Approve waiving the fees for temporary signage for neighborhood-sponsored events.

### BACKGROUND—

On November 8, 2004 by Roll Call 04-2389, City Council directed the City Manager to work with Des Moines Neighbors to disperse funds or provide credits to offset the costs of sign permit fees for temporary signage advertising neighborhood events. City staff has met with the Des Moines Neighbors at a regularly scheduled meeting and has met several times with Des Moines Neighbors immediate past-president; Becky Morelock to develop a process that allows waiving

sign fees for neighborhood sponsored events. Ms. Morelock has further communicated with the neighborhood organizations through the Des Moines Neighbors newsletter and e-mail.

A neighborhood organization is required to obtain a permit for temporary signs so that the City can assure that all safety and vision clearance criteria are satisfied. The Des Moines Neighbors has “pre-approved” a list of neighbor-sponsored events that showcase a neighborhood to the metropolitan area for the benefit of the neighborhood and the City of Des Moines. A list of these activities has been provided to the City of Des Moines staff, including the permit and development center. A permit is still required for these signs but the fee will be waived.

Under the fee waiver system, a neighborhood could have up to four signs for an event, although most neighborhoods have only one or two large signs at this time. For some larger neighborhoods, four signs would advertise the event at each of the entrances to the neighborhood.

The events pre-approved for the coming year include:

Drake House Tour	June
East Bank Picnic (East side Neighborhood Organizations)	Summer
River Bend House Tour	September
Sherman Hill House Tour	September
Waterbury Holiday House Tour	December

Many neighborhoods responded about the numerous activities they sponsor throughout the year and the signs they post. The activities listed above are those that had signs in excess of 24 square feet (4 x 6 ft). The Zoning Enforcement Division will not require a permit for temporary signs less than 24 square feet that advertise a neighborhood meeting, garage sale, picnic, etc.

During the upcoming year, if a neighborhood decided to sponsor an additional event that is not included on the list and desired a fee waiver for signage, the neighborhood could still submit an application to Des Moines Neighbors. Des Moines Neighbors would then notify the City of Des Moines that an additional application had been accepted and the fee could be waived.