

# anthem community council

3701 W. Anthem Way, Anthem, AZ 85086 • Phone: 623-742-6050 • Fax: 623-742-6140  
www.OnlineAtAnthem.com

## **Non-Residential Temporary On-Site Advertising Devices Policy**

### **Purpose:**

Anthem Community Council (ACC) strives to support and promote local commerce throughout Anthem, Arizona. Recognizing the need of non-residential entities to advertise, ACC has established guidelines for advance requests to permit temporary display of advertising devices. ACC may grant exceptions to this policy per relevant CC&R terms. Display of devices may also be subject to regulations of the City of Phoenix, on the west side of I-17 and Maricopa County, on the east side of I-17 or other agencies. Non-compliance with this policy can result in fines.

### **Policy**

1. Advertising devices of any type shall not be displayed upon any lot without the prior written approval by the ACC. *Note: Property owners or managing agent for the owner may stipulate upon a tenant additional conditions more stringent than those within this policy.*
2. Term of approval shall not exceed 30 days, four times per year [non-consecutive] with the exception of one 90-day approval of interim signage for an entity awaiting City/County approval of permanent exterior signage.
3. Devices approved may be displayed only upon the property of the non-residential applicant. Under no circumstance may any device encroach upon city/county/state easements or public right-of-way.

### **Application Requirements**

1. Temporary advertising devices must be approved by property owner or managing agent for property owner, prior to fabrication and installation.
2. Application must be received by ACC at least 15 days in advance of desired start date.
3. Applicant must provide conceptual drawing, dimensions and proposed materials of desired advertising device.
4. Application to be submitted by email to: [bservices@anthemcouncil.com](mailto:bservices@anthemcouncil.com), or by fax: 623-742-6170, or by mail: Anthem Community Council, 3701 W. Anthem Way, Ste.#201, Anthem, AZ 85086
5. Signatures of applicant acknowledging they have read understand and agree to the terms and conditions of the policy.

### **Acceptable Devices** (Provide quantity and dimensions on application)

1. Banner
2. A-Frame
3. Window Signage
4. Flutter Flag

### **Banner Regulations**

1. Maximum size of 4'x10' for a lot less than four acres. Maximum of 240 square feet for a lot over four acres.
2. Must be professionally produced and securely fastened to the building. Specify method of attachment.

**Window Regulations**

1. Signage may not exceed 20 percent of total window frontage area.
2. Signage may not be displayed upon any glass door.

**A-Frame Regulations**

1. Maximum dimensions 25" (W) x 50" (H).
2. Professionally fabricated.
3. No overnight display.
4. Display location shall be in front of the business and not impede foot or vehicle traffic.

**Flutter Flag Regulations**

1. Maximum height: 12 feet.
2. Professionally fabricated.
3. No overnight display.

**\*Non-compliance shall be addressed in accordance with the Violation Enforcement & Fine Policy\***

**By my signature affixed below, I acknowledge that I have read and understand the above policy set forth by the Anthem Community Council, their agents and the Governing Documents of the Anthem Commercial Entities; and agree to abide by said policies, knowing that should I not fully comply, that the Violation Enforcement Process, which includes the Fine Policy, will be enforced.**

Applicant Name: \_\_\_\_\_ Date: \_\_\_\_\_

*Email the completed application to [bservices@anthemcouncil.com](mailto:bservices@anthemcouncil.com)*

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## Non-Residential Temporary On-Site Advertising Devices Application

**\*Application must be received by ACC at least 15 days in advance of requested start date\***

Date: \_\_\_\_\_

Entity Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Email: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

### Type of Advertising Requested:

- |   |                 |                   |
|---|-----------------|-------------------|
| <input type="checkbox"/> Banner         | Quantity: _____ | Dimensions: _____ |
| <input type="checkbox"/> A-Frame        | Quantity: _____ | Dimensions: _____ |
| <input type="checkbox"/> Flutter Flag   | Quantity: _____ | Dimensions: _____ |
| <input type="checkbox"/> Window Signage | Quantity: _____ | Dimensions: _____ |

### Rendering Attached:

- Yes  
 No

### Display Dates

From: \_\_\_\_\_ To: \_\_\_\_\_

### Description of request including size, material and color:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approved: \_\_\_\_\_ Date: \_\_\_\_\_

Not Approved: \_\_\_\_\_ Reason: \_\_\_\_\_

**Email the completed application to [bServices@anthemcouncil.com](mailto:bServices@anthemcouncil.com)**