

## CITY OF BURBANK REAL ESTATE OPEN HOUSE SIGN ORDINANCE

Open House Sign permits are issued for temporary real estate open house signs. The placement of these signs in Public Rights-of-Way requires permits and is regulated by BMC Title 5, Chapter 3, Article 4, Section 402.2.

To obtain the permit, applicants must meet the City's insurance requirements for Public Works permits. [Open House Sign Permit Application \(PDF\)](#)

<https://www.burbankca.gov/documents/174714/1144370/Open-House-Signs.pdf/bc7a6d3d-28f3-64d1-399a-955fc612bee2?t=1618351277494>

### ***OPEN HOUSE SIGNS WILL BE PICKED UP AND RECYCLED IF NOT IN COMPLIANCE WITH THE CITY OF BURBANK OPEN HOUSE SIGN ORDINANCE.***

- Size: total face area no more than 24" x 24" (inches)
- Height: vertical distance from the ground to highest point not to exceed 3 ft.
- Can only advertise a residence in the City of Burbank.
- No more than four signs per property on public right-of-way.
- Must be on a stake or A-Frame support.
- Signs must be in good condition and of professional signage material.
- No balloons or flags can be affixed to the sign or any other object that would call attention to it.
- Signs shall only be displayed during the "open house," Saturdays, Sundays, federal and state holidays. Signs must be displayed later than 8:00 am and removed earlier than dusk or 6:00 pm, whichever is earlier. On Thursdays, signs must be displayed later than 8:00 am and must be removed before 2:00 pm.
- **Applicant must have a valid PERMIT** as evidenced by proper DECALS on each side of the sign. These must be renewed every fiscal year by July 1<sup>st</sup>.
- Identification required. Applicant must have their name, DRE license number, company address, and telephone number affixed to the sign in an area less than 2" x 3" (A business card taped to the sign would be ideal).
- Signs must **NOT** be:
  - Placed within 18" from the face of the curve.
  - On streets undergoing construction.
  - On streets with special events.
  - On the Chandler Bike Path or any other median or island.

- Signs may **NOT** be within five (5) feet of:
  - The curb returns {the curved portion of a street curb at street intersections, or the curved portion of a curb in the end slopes of a driveway approach) of any two intersections, whether the intersections have marked or unmarked crosswalks.
  - Driveway.
  - Traffic Signal or Traffic Sign.
  - Designated Bus Stop Sign; bus bench, or any other bench on the sidewalk.

**Note:** For each lot, up to four (4) Pennants may be erected during the "OpenHouse" on residential properties.

- Must be only on Saturdays, Sundays, and Federal or State holidays from 12 noon until dusk or 6:00pm, whichever is earlier, and on Thursdays from 8:00 am until 2:00 pm.
- Pennants shall not exceed four (4) square feet in size.
- Must **NOT** be erected higher than seven (7) feet from grade.
- All Pennants must be a minimum of ten (10) feet from the front yard property line.
- All Pennants at any one property shall be of a consistent size and shall be affixed to the ground by a pole (no hanging Pennants are allowed).

***IT IS RECOMMENDED THAT YOU READ THE ORDINANCE FOR OTHER PROVISIONS NOT SET FORTH ON THIS SHEET.***

<https://www.codepublishing.com/CA/Burbank/html/Burbank10/Burbank100110.html#10-1-1010>