TOWN OF SAN ANSELMO
RESOLUTION NO. 3792

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SAN ANSELMO
WAIVING PLANNING AND BUILDING FEES FOR SIGN PERMITS
ON PRIVATE PROPERTY FOR A SIX MONTH PERIOD

WHEREAS, between 2004 and 2006 the Town worked on creating a
constitutionally sound sign ordinance that would protect the Town and its citizens and
visitors from a proliferation of signs that would adversely impact the aesthetics of the
Town and health and safety of the community.

WHEREAS, in 2005 the Town Council adopted an urgency ordinance that
prohibited the erection and maintenance of new permanent signs, including murals and
billboards, which was later extended by the Town Council two times with a final expiration
date of January 12, 2007.

WHEREAS, on December 12, 2006, the Town Council adopted a new Sign
Ordinance regulating all signs on private property, which became effective on January

WHEREAS, until such time that the new Sign Ordinance became effective on
January 11, 2007, no new sign applications were accepted over a period of months and
enforcement of the previous Sign Ordinance had been on a complaint-driven basis.

WHEREAS, it has been observed that private persons have erected signs without
benefit of a permit during these past years and it appears that many of those signs meet
the requirements of the new Sign Ordinance;

WHEREAS, the Town Council recognizes that the filing fee could be a deterrent to
legalizing signs that have been erected for several years without benefit of a permit and
the Town Council would like to see these resolved in a streamlined process;

WHEREAS, the Town Council hereby adopts a Sign Amnesty Program for the
period from February 13, 2007, to August 13, 2007. This program will offer property
owner/applicants the opportunity to legalize their signs without a permit fee. The basic
components of the proposed program are as follows:

1. Unpermitted existing signs and proposed new signs will be eligible to apply for a
Sign Amnesty Permit.

2. Sign Amnesty Permit applications submitted and accepted as complete during the
prescribed period will receive a 100% reduction of all sign-associated Planning and
Building Department fees.
3. Provided the sign meets all the requirements of the new Sign Ordinance, a sign permit shall be issued by the Planning and Building Director.

4. For those unpermitted existing and proposed new signs requiring a building or electrical permit, provided the sign meets the requirements of the Building and Electrical Code, a building or electrical permit shall be issued by the Building Official.

5. For those signs not meeting all the requirements of the new Sign Ordinance, the applicant/property owner will be offered one of two options: a) bring the sign into conformance with the new Sign Ordinance; or b) make application for a sign variance, with the understanding that should the variance be denied, the sign must either be removed or brought into conformance. The variance fees will not be waived.

6. After August 13, 2007, unpermitted existing signs and proposed new signs will require a Planning and Building permit and the fees in effect at the time of application submittal will be applicable.

NOW, THEREFORE, BE IT RESOLVED that the San Anselmo Town Council hereby confirms the Town’s intent to help property owners and applicants obtain sign-associated permits by waiving the Planning and Building Department permit fees and by streamlining the permit process. The waiving of Planning and Building permit fees will be reviewed after 60 days.

I hereby certify that the foregoing resolution was duly passed and adopted by the Town Council of the Town of San Anselmo at a special meeting held on the 13th day of February, 2007, by the following vote:

AYES: Breen, Cooper, Freeman, House, Thornton

NOES: None

ABSTAIN: None

ABSENT: None

Wayne Cooper, Mayor

Barbara Chambers, Town Clerk