**QRG for Chapter 9 - Signage:**

**For commercial zones:**

* Signage is no longer identified based on content. Signs are classified as either “permanent” meaning building/wall mounted or freestanding/ground mounted (aka monument) or “portable” (A-frame/sandwich board).
* One (1) portable sign is permitted on the property per address, which includes suites/tenants (not within the Town Right-of-Way). If you are not sure where your property boundary is, contact the Town of Cave Creek Planning or Engineering Department or a registered land surveyor. Portable Signs cannot exceed 6 square feet in area or 3’ in height.
* Banners and pennants are permitted within CB, TCC & GC Zones displayed on a building only.
* A Right-of-Way Permit is required for a sign proposed to be placed within the right-of-way along Carefree Highway or Cave Creek Road. Right-of-way permitting is covered in Chapter 93 of the Town Code. Contact the Town Engineer for more information.
* Permanent signs cannot be internally illuminated.

**For Realtors and Garage Sales:**

* Portable signs may be placed within Town Rights-of-Way classified as a minor collector or a local road, (which are all streets other than Carefree Highway and Cave Creek Road), and do not require a permit as long as they are not placed in a travel lane, median or driveway. Also, the sign cannot exceed three (3) feet in height or six (6)-square-feet in area, and it can’t be displayed for more than 48 consecutive hours. The use of Town Rights-of-Way is outlined within Chapter 93 of the Town Code.
* Residential properties are permitted a maximum portable (post driven) sign area of 12 square feet and 1 sign per street frontage (as long as both signs are not visible simultaneously (9.4 – B.1.))

**For Special Events:**

* The Town Code was updated to allow for signage used in conjunction with a special event, including revisions that better clarify the definition of a special event and streamline the application process. Additional revisions to the Special Event Chapter can be found in the Town Code Chapter 114