

POLICY NO. 15: TOWN GREEN SIGN POLICY

A. Policy Purpose.

The purpose of the Town Green Sign Policy is to:

1. Provide a place for announcements for any town, civic, non-profit/not-for-profit organizations, or other non-commercial events in the Town of Tolland;"
2. Protect public safety by ensuring that no sign placements have an adverse impact on site distances for oncoming traffic;
3. Protect the integrity of the lawn of the Town Green by prohibiting posting of signs that can cause turf damage;
4. Restrict sign posting privileges to town, civic, or non-profit/not-for-profit organizations. No commercial signs or political signs are allowed.

B. Procedures

Qualified organizations desiring to place a sign on the Town Green must follow the procedures.

1. Signs must be free standing and cannot puncture the turf of the Town Green.
2. Signs may not exceed 16 square feet and must otherwise conform to any town signage regulations that may be enacted by any town commission or board.
3. Organizations are restricted to placing their signs at the designated area located at the south end of the Town Green. Only one sign per organization will be allowed.
4. Organizations placing signs in the designated area must register the sign with the Town Manager's Office or another office designated by the Town Manager before placing the sign. Each sign must have a waterproof label on the back side, stating the name and phone number of a person within the organization who is responsible for the sign, the date of placement and the date of the event. Signs may be removed immediately if this information is not attached to the sign.
5. Signs may be placed no more than 14 days prior to an event, and must be removed within 2 days following an event.
6. Requests for a day, week, or month recognition sign must be scheduled with the Town Manager's office and preference will be given to events over recognition if there are more than 5 signs on the Green. A recognition can be up the day before and be taken down within 2 days after the recognized day, week, or month. The approved list of recognized events is the Presidential Proclamation list, and is subject to change.
7. The Town will remove signs placed before and/or remaining in the designated area outside these time limits, and hold for the sponsoring organization for 30 days. After 30 days the signs will become the property of the town and may be destroyed.

C. Town Notices

Town notices of elections and signs announcing other municipally-sponsored events of interest to all residents may be placed by the Town at appropriate locations on the Green without regard to the above restrictions.

D. Enforcement

- (1) The Town Manager or their designee shall be responsible for enforcing this Policy.
- (2) The Town has the right to limit the number of signs to no more than 5 signs on any day. If there are requests for more than 5 total signs on any given day, a schedule will be worked out by the Town Manager or their designee.

E. Effective Date

- (1) This Policy shall become effective September 8, 2020.

Adopted: January 23, 2001

Revised: September 8, 2020