







December 7, 2009

Dear Political Candidate:

Congratulations on your decision to pursue elected public service! As you conduct your campaign, please be aware of Washoe County Code restrictions and requirements regarding the placement of election signs in unincorporated areas of Washoe County.

Washoe County Code section 110.504.45 regulates temporary signs, to include election signs. This ordinance allows placement of temporary signs less than eight feet (8') in height or with an area less than 128 square feet without a sign permit. Signs that are taller or larger in area must obtain a sign permit from the Washoe County Department of Building and Safety prior to placing or erecting the sign.

Temporary signs are allowed to be in place for no more than 100 days. Please remove all election signs after the primary and/or general elections in a timely manner. Failure to do so may result in fines.

Prior to placing election signs on private property, please obtain the property owner's permission.

Washoe County Code section 110.504.70 regulates signs on public and utility property. This ordinance prohibits signs on or over real or personal property, easements, or rights-of-way owned by a public agency or privately owned public utility. Signs erected in violation of this ordinance may be removed without prior notice.

The Nevada Department of Transportation and the Cities of Reno and Sparks also have restrictions on the placement of signs in their jurisdictions and rights-of-way. Please become familiar and comply with their regulations.

If you have questions or require additional information, please contact Kimble Corbridge, Assistant Public Works Director, at (775) 328-2040.

Sincerely,

A handwritten signature in black ink, appearing to read "Dan St. John".

Dan St. John, P.E.  
Public Works Director

A handwritten signature in black ink, appearing to read "Adrian Freund".

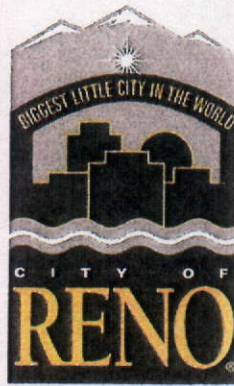
Adrian Freund, FAICP  
Community Development Director

**Lynnette R. Jones**

*City Clerk*

(775) 334-2030

[jonesl@ci.reno.nv.us](mailto:jonesl@ci.reno.nv.us)



**Office of the City Clerk**

*Central Cashiering (775)334-2032*

*Parking Tickets (775)334-2279*

**Steven D. Whitaker, CRM**

*Records Systems Manager*

(775) 326-6633

**Subject: Campaign Signs on Public Properties**

**Dear Candidate:**

The Community Development Department wishes to inform all political candidates of the following guidelines regarding the placement of political signs throughout the City of Reno. We would like to remind you that the Reno Sign Code prohibits any sign from being placed upon public property. We realize you may not be aware that the area between the public sidewalk and curb (parkways) is public property. In addition, the chain link fence along California Avenue at the intersections of California and Keystone and Booth Street is public property and should not be used to display your campaign signs. The prevention of display, and or removal of any campaign sign that has been located within this area or any other public property would be greatly appreciated.

We understand that the principals in the various campaigns utilize the services of others in the placement of signs. Quite often, in their zeal to attract voters' attention, and not being aware of property ownership, or city codes, the helper will misplace some signs. Signs placed on public property or in a vision triangle (so as to be a traffic hazard), will be removed. Signs removed will be discarded in a trash bin at the City of Reno Corporation Yard located at 1640 East Commercial Row.

If you have any questions, please do not hesitate to contact the Code Enforcement Division at 334-2229. Good luck, and thank you for helping us maintain a safe, clean and neat environment within the City of Reno.

**Sec. 14.16.140. Removal of certain advertising.**

Any advertising copy or message now or hereafter existing which is no longer advertising a bona fide business conducted or a product available for purchase by the public, shall be removed by the owner, agent or person having the beneficial use of the building or structure upon which such copy or message may be found, within ten days after written notice from the building official, and, upon failure to comply with such notice within the time specified in such order, the building official is hereby authorized to cause removal of such copy or message, and any expense incident thereto shall be paid by the owner of the building, sign or structure upon which such copy or message is displayed. Political signs shall be removed within ten days after election date or such signs shall be removed by the building official, as prescribed by this section.