



## CITY OF LEBANON N.H.—Applications & Permits

### Lebanon City Manager's Office:

Physical address: 20 West Park Street  
Lebanon, NH 03766

Mailing address: 51 North Park Street  
Lebanon, NH 03766

Email: [manager@lebanonnh.gov](mailto:manager@lebanonnh.gov)

Phone: 603-448-4220

Lebanon City Hall offices are closed to the public until further notice. All City Department staff will be available to answer questions via phone or email.

The City of Lebanon continues to accept applications and permits via email, through the mail or dropped into the green mailbox outside of the entrance to 20 West Park Street. Application and permit information can be found on our website here:

<https://lebanonnh.gov/203/Applications-Permits>

All permits issued for the 2020 calendar year will remain in effect at this time, but with the rapidly evolving circumstances regarding COVID-19, these may be rescinded. You will be notified at the earliest possible time for you to plan accordingly.

The City of Lebanon is actively engaged with the New Hampshire Department of Health and Human Services (DHHS) and our local and regional partners with regards to State and local response to the COVID-19 virus. We encourage all to visit our website for the latest updates and information:

<https://lebanonnh.gov/1350/COVID-19>



## BANNERS

### City Code Chapter 23. Banners

#### § 23-1. Authority for issuance for permits.

*[Amended 9-20-2000 by Ord. No. 70; 8-4-2010 by Ord. No. 2010-02]*

The City Manager shall have authority to issue permits for the erection or placement of banners across any public street, sidewalk, on any public building, or along the fence around Colburn Park.

#### § 23-2. Allowable banners.

No banner shall be erected and placed over any public street or sidewalk except as follows:

- A. A banner announcing voting in federal, state and local elections.
- B. Banners relating to activities of civic groups, nonprofit organizations, or other approved associations. *[Amended 8-4-2010 by Ord. No. 2010-02]*

#### § 23-3. Conditions.

*[Amended 8-4-2010 by Ord. No. 2010-02]*

Any banner erected over a public street or sidewalk shall be based upon conditions set by the Director of Public Works for such period and upon such terms and conditions as will be in the best interests of the City. A refundable deposit may be required to ensure removal of the banner. Any such banner shall be safely installed in such a manner that it will not constitute a hazard to any person or motor vehicle on the public street.

Banners may only be erected for a duration not to exceed 10 days.

Colburn Park Fence: Banners are allowed on the North, South, East and West side of the park fence. No more than two (2) banners are allowed on each side of the fence at a time. Banner height must not exceed 42 inches.



# BANNERS

(IN ACCORDANCE WITH CITY CODE CHAPTER 23)

BUSINESS/ORGANIZATION NAME:

CONTACT PERSON:

ADDRESS:

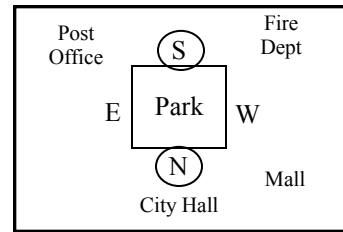
PHONE:

EMAIL:

### BANNER INFORMATION

Event to be Advertised:

- Banner to be posted on Colburn Park Fence
- East Side     West Side     North Side     South Side



Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ (10 days only)

Banner to be erected over (Name of Street):  
Please refer to Conditions of Use Item #4.

- Lebanon
- West Lebanon

### CONDITIONS OF USE

1. The City Manager shall have authority to issue permits for the erection or placement of banners across any public street, sidewalk, on any public building, or along the fence around Colburn Park.
2. Banners may only be erected for a duration not to exceed 10 days.
3. Allowable Banners include: activities relating to civic groups, non-profit organizations, or other approved associations.
4. Any banner erected over a public street or sidewalk shall be based upon conditions set by the Director of Public Works for such period and upon such terms and conditions as will be in the best interest of the City. A refundable deposit may be required to ensure removal of the banner. Any such banner shall be safely installed in such a manner that it will not constitute a hazard to any person or motor vehicle on the public street.

### FOR OFFICE USE ONLY

DATE RECEIVED:

PERMIT #

DPW Approval Received (Banners Erected Over City Streets)

### FINAL APPROVAL:

CITY MANAGER:

Date: