



May 17, 2017

RE: Placement of Political Signs

Dear Candidate,

As the election nears, and because political campaigns generally involve the use of signs, the City finds it helpful to remind candidates and campaign organizations that the City's sign regulations are applicable to political signage in the same manner that they are applicable to other types of signs. The most common violation of the City's regulations is the placement of signs in the public right of way. The purpose of this letter is to provide a general overview of requirements related to campaign signage and is being provided to all candidates to distribute to campaign workers.

Similar to other types of signs, the Manhattan Zoning Regulations do not allow campaign signs to be located on public property, or within, or over a public right-of-way. However, campaign signs are permitted on private property.

To ensure that campaign signs are not placed in a public right-of-way along streets, the following guidelines must be followed:

- Where sidewalks exist along a street, signs should always be placed behind the sidewalk, not between the sidewalk and the street.
- The curb of the street is not the edge of the public right-of-way. If there is no sidewalk along a portion of a street, signs should be placed at least 15 feet behind the street curb along smaller local streets, and at least 35 feet behind the street curb along Juliette Avenue, which is greater in width than most streets. Anderson Avenue varies in width and where no sidewalk exists along Anderson Ave., please call for assistance.
- Major arterial and collector streets such as Seth Child Road, Ft. Riley Boulevard, Tuttle Creek Boulevard, Scenic Drive, Kimball Avenue, US Highway 24, Claflin Road, N. Manhattan Avenue, and College Avenue usually require much greater setbacks and often include right-of-way fences, large drainage ditches, or other unusual conditions. Signs must be placed entirely outside of these areas of the public right-of-way. The Community GIS web page, gis.rileycountyks.gov, is a good tool for determining the location of the edge of the right-of-way along these and other streets with unusual conditions. However, if you have a question about a particular area, please call 785-587-2412 for assistance.
- Also, please take care to ensure that vehicular and pedestrian vision is not blocked near the intersection of two streets, a street and driveway, or a street and alley.

No sign permit is required and there are no restrictions limiting the time period when political signs can be erected or removed. In addition, political signs are not subject to the Zoning District Regulations in which the signs are posted.

Please provide me with a contact name, phone number and email address for the primary individual(s) responsible for placement of your campaign signage. In the event that a campaign sign is inadvertently placed in a public right-of-way, the City will need to be able to contact that person. For your convenience, you can send your contact information to me via phone, e-mail, letter or fax shown at the bottom of this page.

If you have any questions, please do not hesitate to call me at 785-587-2412.

Sincerely,



Chad Bunger, AICP, CDM
Assistant Director of the
Community Development Department