



Planning and Inspections Department

308 East Stadium Drive, Eden, North Carolina 27288 Phone: (336) 623-2110 Fax: (336) 623-4057

MEMO

To: Honorable Mayor and City Council
Thru: Brad Corcoran, City Manager
From: Kelly K. Stultz, Director
Subject: **Temporary Sign Request**
Date: May 7, 2012

The Planning Department has received a request for temporary signs to be located in the public right-of-way at NC 14 and Arbor Lane (at BB&T) and in front of Kingsway Plaza shopping center. The request was submitted by Cindy Adams, Coordinator of Tourism and Special Events, for the Annual Pottery Festival to be held on June 2, 2012.

We respectfully request that you consider this item at the May Council meeting. If you have questions, please do not hesitate to call.

May 1, 2012

TO: Kelly Stultz

FROM: Cindy Adams

RE: 10th Annual Piedmont Pottery Festival Banner Request

On behalf of the Piedmont Pottery Festival Committee I would like to request permission to hang a banner at the intersection of East Arbor Lane & Van Buren Road and another banner in front of the Kingsway Plaza shopping center on Kings Highway.

We would like to hang the banners on May 16 – June 2.

Thank you for consideration of our request.