



DEPARTMENT OF COMMUNITY DEVELOPMENT
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Confiscated Sign Process

Except for portable signs following the standards of *Federal Way Revised Code* (FWRC) 19.140.060(29) and 19.140.090, all private signs are prohibited in the City of Federal Way rights-of-way. For purposes of enforcing the Federal Way sign code, right-of-way is defined as that area of public property which contains roadways, planting strips, sidewalks, landscaping, streetlights, and utility infrastructure. The *Signs in Right-of-Way* handout describes the correct procedure for placing signs.

It is the sign installer's responsibility to place signs in compliance with city code. Noncompliant signs will be confiscated by city staff.

HOW TO RETRIEVE CONFISCATED SIGNS

- ❖ Staff will record noncompliant signs by taking a digital picture before removing a sign located within the right-of-way.
- ❖ Signs attached directly to poles or fences in the right-of-way shall be removed.
- ❖ Confiscated signs will be held at City Hall for a period of 14 days and then disposed.
- ❖ You must make an appointment with city staff if you wish to retrieve your sign (253-835-2637). Signs will be returned at City Hall.
- ❖ Fees to retrieve signs are dependent on the number of signs and previous violations.