

## **City of Ottawa Community Development Department**

101 S. Hickory, P.O. Box 60  
Ottawa, KS 66067  
(785) 229-3620 Fax (785) 229-3625  
[www.ottawaks.gov](http://www.ottawaks.gov)

### **Garage Sale Policy**

**Registration.** No person shall conduct any garage sale until such time as registration has been turned into the Community Development Department.

**Definition.** Garage Sale. All general sales open to the public, conducted from or on a residential premises, for the purpose of disposing of personal property, including but not limited to all sales entitled Rummage, Lawn, Yard, Porch, Room, Backyard, Patio or Garage Sale.

Personal Property. Property which is owned, utilized and maintained and acquired in the normal course of living in or maintaining a residence. It does not include merchandise which was purchased for resale or obtained on consignment.

**Regulations.** (1) Number of sales per year. One household shall not conduct more than two (2) garage sales at the same location within one calendar year, and for a total of no more than six (6) days in that year. This does not include the Chamber of Commerce city wide sales and the City Manager may authorize additional sales and/or sale days if warranted by unusual circumstances.

(2) Duration. One household shall not conduct any singular garage sale lasting longer than four (4) consecutive days. The garage sale may only be conducted during the hours of 6:30 a.m. through 8:00 p.m. All goods must be removed from the household's driveway, yard or outside area to an inside location before 8:00 p.m. each day.

(3) Location. All garage sales shall be confined to the garage, house, driveway, or yard of the household conducting the sale, and shall in no manner intrude or be upon another person's yard.

(4) Signs for sales. No permit is required for any sign advertising or in any way giving public notice of garage sales. Each sale is limited to one on-premises sign (site of sale) per street frontage and two off-premises signs (off-site of sale). Signs must be located at least fifteen (15) feet from the edge of the street pavement or behind any existing public sidewalks. Signs shall not exceed three (3) square feet in area and must not be illuminated. No sign shall be displayed more than two (2) days before the sale, or one (1) day following the sale. Signs are prohibited on utility poles, highway right-of-way, park property and public property.

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**Application To Administer Sale**

**Please complete each item and turn page 2 into the Community Development Department, City Hall, 2<sup>nd</sup> Floor, and retain page 1 for your records.**

Address of Sale: \_\_\_\_\_

Date(s) of Sale: \_\_\_\_\_

Are you the property owner? (circle one)                      Yes    No

If not, who is property owner: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_

Print Name: \_\_\_\_\_