CITY OF SAN ANTONIO
DEVELOPMENT SERVICES DEPARTMENT
P.O.BOX 839966 I SAN ANTONIO TEXAS 78283-3966

IAS
ACCREDITED®
Building Department

Event Sign Permit
TEMPORARY OFF-PREMISES SIGN APPLICATION

Name of Event _____

Name of Business_____

Name of Sign Company_____

Name of Licensed Holder _____

Sign License # _____

Location of sign to be installed:

Address_____

Site Plan_____
(Describe location of sign)

Sign Square Footage _____ Height _____

Is the property in the ETJ?   Yes _____ No_____

Proposed date of Sign Removal: _____20___

What evidence are you submitting which proves property owner concurrence to construct a sign on this property? Notarized Affidavit_____ Lease_____ Deed_____

Fees:

Permit Fee	$50.00
Plan Review Fee	$50.00
1-32 sq. ft. (first 32 sq. ft.)	$10.80
>32 sq. ft. (for each sq.ft. over 32)	$ 0.22
Sign height fee for signs (per foot of height)	$ 2.00
Renewal fee (per year up to four if needed)	$25.00
Plus the Development Services Surcharge Fee 3% and Technology Fee 3%	

Submitting this application does not allow installation of the sign until all proper fees have been paid, the application is approved and permit issued, then the sign can be installed.

No Sign Shall be placed on city right of way.

_____
Signature of Sign License Holder or Authorized Agent

Sec. 28-74. Temporary Signs on Nonresidential Zoned Properties and Nonresidential Uses.
(a) In General
  (1) Temporary signs placed in nonresidential zoning districts and uses identified in 28-72(c) shall comply with this Section.

  (2) In addition to general sign construction requirements in Section 28-72, all temporary nonresidential signs must be securely affixed to a structure or ground. Through authority granted in Section 28-5, the Director may provide interpretation and adopt written policies and procedures and this includes, but is not limited to, specific installation requirements for different types of signs.

  (3) Any banner type of sign placed on a facade must follow the permanent sign placement regulations found in this chapter.

  (4) Property owner and Development Services Department approval is required prior to sign placement. Any sign placed without required approval is a violation of this chapter and subject to removal.

  (5) Commercial and Noncommercial speech are authorized.

(b) Large Sign
  (1) Size Range. Between 10 & 64 (maximum) square feet.

  (2) Height. Not to exceed 16 feet.

    Comment: Note that engineering requirements referenced in other sections of this Chapter are applicable to temporary signs.

  (3) Temporary Placement.
    a. A *licensed sign contractor* is required to apply for and be issued a permit to place a temporary large sign.

    b. The Development Services Department must review the plan for conformity and perform necessary inspections prior to permit issuance.

    c. Permit Validity Period. Duration of the temporary event for which the temporary sign is used for, but not more than 1 year. The permit can be renewed up to 4 times (maximum 5 years) by the applicant upon and submission of evidence that the event is not yet over.

  (4) Distance Limitation.

    a. An owner or agent of the commercial business is limited to 4 temporary permits for large signs displaying commercial off-premises speech per 5 mile radius of the commercial location and 1 temporary permit for displaying commercial on-premises speech. A *person* is limited to 4 temporary permits for signs displaying noncommercial speech.
    b. There shall be a minimum spacing requirement of 150 feet between large temporary signs.

      Exception: A sign grouping of up to a maximum of 4 temporary large signs are permitted to be installed less than 150 feet apart provided 1) the sign grouping does not have more than 128 square feet of sign face area, and 2) no other temporary signs are installed within 300 feet of the sign grouping. Each individual sign in the sign grouping shall be less than 64 sq. ft. in sign

  (5) Sign Identification Requirements. A separate department issued decal or other approved identification means authorizing temporary placement must be displayed on each temporary sign.