



## BANNER PERMIT APPLICATION

BUSINESS NAME: \_\_\_\_\_

BUSINESS ADDRESS: \_\_\_\_\_

DATE BANNER WILL BE DISPLAYED: \_\_\_\_\_

SQUARE FOOTAGE OF BANNER: \_\_\_\_\_

PLEASE INDICATE WHAT BANNER WILL BE ADVERTISING:

\_\_\_\_\_  
\_\_\_\_\_

APPLICANT PHONE NUMBER: \_\_\_\_\_

APPLICANT EMAIL: \_\_\_\_\_

APPLICANT SIGNATURE: \_\_\_\_\_

**PLEASE EMAIL BANNER PERMIT APPLICATIONS TO [permits@duncanville.com](mailto:permits@duncanville.com)**

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**Below are sections 16A-23 and 16A-23.5 of the Code of Ordinances regarding Banners.**

**Sec. 16A-23. - Banners.**

(a) Allowed uses: Unrestricted.

Exception: May be not used as real estate signs except in areas zoned "Industrial", "Light Industrial" or "Heavy Industrial".

(b) Permit: Required for each banner visible from the outside of a structure.

(c) Maximum height: Not applicable.

(d) Maximum area: Forty square feet.

(e) Placement: Shall only be displayed by attachment to exterior walls of the building occupied by the business applying for the permit.

(f) Maximum number: Two per business address, however, each banner must be placed on a separate wall or structure.



Exception:

- (1) No more than one banner may be displayed on any single wall of a business.
- (2) Vehicle repair facilities may also display one banner per bay door.

(g) Duration:

- (1) Grand opening: maximum use period of two weeks within 90 days of certificate of occupancy issuance.
- (2) Other allowed uses: 30-day permit, with a maximum of three permits within a calendar year.

**Sec. 16A-23.5. - Banners; vehicle repair facilities.**

(a) Allowed uses: Unrestricted.

Exception: May not be used as real estate signs except in areas zoned "Industrial", "Light Industrial" or "Heavy Industrial".

(b) Permit: Required for each banner on exterior wall surfaces or structures or visible from the outside of a structure when bay doors are open and when banner is within ten feet of bay door opening.

(c) Maximum height: Not applicable.

(d) Maximum area:

- (1) Thirty square feet when mounted in or visible through bay doors.
- (2) Other banners: Forty square feet.

(e) Placement:

- (1) Banners within ten feet of bay doors must be secured such that banner will remain stable and will not move excessively in a moderate wind.
- (2) Other banners must be secured by all corners to building or supporting member(s), or banner must be mounted in a framework approved by the building official.

(f) Maximum number: Two per business address on exterior walls or structures. No more than one banner may be displayed on any single exterior wall or structure of a vehicle repair facility.

Exception: Vehicle repair facilities may also display one banner in each bay door.

(g) Duration:

- (1) Grand opening: maximum use period of two weeks within 90 days of certificate of occupancy issuance.
- (2) In bay doors: Maximum use period of 12 months per calendar year.
- (3) Other banners: 30-day permit, not to exceed six permits issued consecutively, with a maximum of twelve permits per calendar year.