



TEMPORARY COMMERCIAL SIGNS REQUIREMENTS AND APPLICATION

Planning Division

Economic and Community Development
34009 Alvarado-Niles Road
Union City, CA 94578
510-675-5379 – Planning@unioncity.org

PROJECT INFORMATION *Property information and other resources are available on our website: www.unioncity.org/208/Planning*

Address: _____		
APN: _____ - _____ - _____	Building Size: _____	Installation date: _____
Information Needed: _____ (Describe the Dimensions and area of the sign.) _____		

CONTACT INFORMATION

Applicant Name
Address: _____
Email: _____
Phone: _____

SECTION 1 – APPLICATION PROCESS

Application Process - Steps to getting a Temporary Banner Permit.

1. Complete the **Temporary Banner Permit** Application
2. Provide four (4) sets of plans that includes: banner design, dimensions, and location
3. Payment of applicable plan check fee

Temporary Banner Permit Requirements

1. A Temporary Banner shall be limited to a display period not to exceed fourteen (14) calendar days, with a maximum of four (4) such display permits in any one (1) year.
2. Not more than one (1) Temporary Banner shall be permitted per tenant at any one (1) time
3. A Temporary Banner shall not exceed the length of the building or tenant frontage, nor shall it block ingress or egress to any of the surrounding business entrances
4. A Temporary Banner shall not exceed sixty (60) square feet in area
5. A Temporary Banner shall be placed on the primary business frontage of the subject of the sign