



**National City Planning Department**  
1243 National City Blvd.,  
National City, CA 91950  
(619) 336-4310

## Banner Approval Information

This handout describes the requirements that apply to the use of banners in National City. This information also applies to flags, streamers, and pennants. Information pertaining to other signs is available from the Planning Department.

### Banners

- May be used for a maximum of 60 days per year. These 60 days may be divided into not more than 2 occasions, the combination of which cannot exceed the yearly limit.
- Can only be displayed along the wall of the building or suite occupied by the business the banner advertises. They cannot be placed in required yard areas, landscaped areas, or upon any roof.
- Are limited to one per business per street frontage.
- May not be used instead of a permanent sign.
- Should not be larger than 40 square feet.
- Must be compatible with the building's appearance. Fluorescent colors are not permitted.

### Approval required

All banners require the approval of the Planning Department. In order to obtain approval, the items described below must be submitted to the Planning Department.

### Application

The attached application form must be completed and submitted along with the drawings described below. Additional copies of the application form are available at the Public Counter.

### Plans

The following drawings are required:

1. A drawing of the proposed banner. The drawing should include the size of the banner, the lettering (size, spacing, color), and background color.
2. A drawing of the portion of the building face upon which the banner will be placed. The proposed banner should be shown on the drawing. Drawings 1 and 2 may be combined into one drawing if it clearly illustrates both the banner and the affected portion of the building.

3. A site plan. The site plan should show property lines, adjacent streets, and structures on the property, as well as the proposed banner.

### **Fees**

Fees are based on the most recent council adopted fee schedule, and include a processing fee and administrative fee. Upon timely removal of the banner, a refund of the Administrative Fee will be processed. Processing time is approximately two weeks.

### **Final Inspection**

After installation of the banner, you must contact the Planning Department for a final inspection. A representative of the Planning Department will visit the premises to verify the sign was installed in accordance with the approved plans. The telephone number is 336-4310.

### **Additional Information**

If you have any questions regarding the preparation of the application or plans, contact the Planning Department located at 1243 National City Boulevard, National City, CA. 91950, or call 336-4310.