



TEMPORARY SIGN REQUEST CITY-SPONSORED EVENT

EVENT INFORMATION

Event Name: _____

Organization Associated: _____

Contact Name: _____ Resolution Sponsor (Alderman): _____

Email: _____ Phone: _____

Please submit the following along with the application:

- Rendering of Signage showing design and dimensions
- Sign Locations (Specific Addresses)
- If placed on Parks property please include written permission from Parks Director
- Approved Resolution from Board of Mayor and Aldermen (if applicable)

Any special event signage that is placed on any property within the City that is directly associated with a City-sponsored event (an event that has a successfully passed a Resolution from the Board of Mayor and Aldermen) is exempt from regulation under Chapter 13 of the Hendersonville Zoning Ordinance. The signage must follow the following guidelines, unless specific deviations are identified in the BOMA Resolution:

FREESTANDING GROUND SIGNS (NO BANNERS)

Commercial/Industrial Zoned

Residential Zoned

Number of Signs: _____

One (1) Sign per lot/road frontage

Sign Square Footage: _____

Maximum Size: Twelve (12) square feet Commercial

Nine (9) square feet Residential

Max Height: Six (6) feet Commercial

Display Dates (Max 21 days): _____

Four (4) feet Residential

- Sign must be located out of the public right-of-way and at least twelve (12) feet from the edge of pavement.
- Must have permission of Property Owner to place signage.

BANNERS

Commercial Only – Must be displayed **FLAT** against the wall of a building. May not be erected on poles, fences, between columns, etc.

Number of Signs: _____

One (1) Banner per business.

Sign Square Footage: _____

Maximum Size: Forty (40) square feet

Display Dates (Max 21 days): _____

- Must have permission of Property Owner to place signage.
- Not permitted in Residential Zones

Display dates approved by Resolution do not count against a property's maximum time allotted for temporary signage.

I understand and agree to comply with the above guidelines, as well as any other regulations given by the Hendersonville Board of Mayor and Aldermen.

Applicant Signature: _____ Date: _____