



# City of Cartersville

## PLANNING AND DEVELOPMENT

P.O. Box 1390 • 10 North Public Square • Cartersville, Georgia 30120  
Telephone: 770-387-5600 • Fax: 770-387-5605 • [www.cityofcartersville.org](http://www.cityofcartersville.org)

### TEMPORARY EVENT SIGN PERMIT APPLICATION

PERMIT NO: \_\_\_\_\_ PERMIT DATE: \_\_\_\_\_

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

BUSINESS LOCATION: \_\_\_\_\_

BUSINESS OWNER OR CONTACT PERSON: \_\_\_\_\_

PHONE NUMBER (CELL) OF OWNER OR CONTACT PERSON: \_\_\_\_\_

EMAIL OF OWNER OR CONTACT PERSON: \_\_\_\_\_

BEGINNING DATE OF EVENT: \_\_\_\_\_

END DATE OF EVENT (14 DAYS FROM BEGINNING DATE): \_\_\_\_\_

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

ZONING ADMINISTRATION: \_\_\_\_\_ DATE: \_\_\_\_\_

NOTE: A \$25 permit fee must accompany this application for processing. All temporary signs, banners, balloons and streamers erected during a temporary event must be placed out of the right-of-way and shall not obstruct vehicle driver visibility entering or exiting any street or place of business.

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Cartersville Sign Ordinance Sec. 20-28. Temporary event signs.

Businesses and institutions may exhibit balloons, banners, flags, or streamers related to an activity or event having a specific duration, or the end of which is related to a specific action, usually lasting only a few days at a time. Examples include grand opening events, seasonal sales events, and close-out sales. Such signs must comply with the following provisions:

1. *Duration.* Such signs may be exhibited for no more than fourteen (14) days at a time, with a thirty (30) day separation period between events, and no more than one (1) time each calendar year on the same property. A new business owner who obtains a new business license (occupational tax certificate) may be eligible to hold a temporary event, even if a former business has held an event earlier on the same property in the same calendar year.
2. *Maintenance.* No person shall maintain or permit to be maintained on any premises owned or controlled by that person any temporary event sign which is in a dangerous and defective condition. Any such sign shall be removed or repaired by the permittee of the sign, the owner of the premises, or as otherwise provided for in this article.
3. *Permit.* A temporary event permit is required along with a fee per fee ordinance.
4. *Setback.* All signs and devices shall be a minimum of five (5) feet from public road right-of-way.
5. *Size.* Banners and portable signs shall be a maximum of thirty-two (32) square feet in area.