



## Banner Permit

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### A. How To File.

Please submit the application package with payment to the Planning Division at the Planning public counter, located at:

Corona City Hall  
Planning & Development Department  
400 S. Vicentia Avenue, Suite 120  
Corona, CA 92882

### B. Items Required For Filing.

The following items shall be included in the application package:

- 1. Completed and signed Banner Permit Application Form (attached).
- 2. Processing fee of **\$67.00**

### C. Notice To Applicant:

1. CMC § 17.74.080 requires that a banner permit be obtained for the placement of temporary banners for promotional purposes. Banners may be installed for a maximum time period of 180 days within a calendar year (January through December).
2. One permit may cover all 180 days if all the dates are included and approved on this form at one time. Any changes to the dates identified on this permit must be requested in writing, or by email at least one week prior to the date requested.
3. Banners associated with a Temporary Use Permit approved by the Zoning Administrator or a Special Use Permit approved by the Board of Zoning Adjustment do not need a separate Banner Permit.

### D. Attachments:

1. Banner Permit Application Form

1/2025



## Banner Permit Application Form

**INFORMATION TO BE COMPLETED BY APPLICANT - Please print in ink or type**

Business Name:	Phone No.:
Address & Unit No.:	
Contact Person:	
Mailing Address:	

Property Owner Name: (If different than business):
Mailing Address:
Telephone No.:

Sign Contractor:	
Contact Person:	Phone No.:

**INDICATE LOCATION OF BANNER BELOW**

Building Elevation	Street
North	
East	
South	
West	

Linear feet of the building or unit space frontage:	
Dimensions of the banner (width X length):	
Total square feet of banner:	
Reason for request:	



# PLANNING & DEVELOPMENT DEPARTMENT

Date From	Date To	Message
<b>Total Number of Days</b>		

**17.74.080 Flags, banners, pennants and devices to attract attention.**

Flags, banners, pennants, festoons, valances, balloons, whirligigs and other such devices used to attract attention outdoors shall be allowed within the city only for the purpose of advertising special sales, and only upon obtaining an appropriate permit therefore subject to the following conditions:

**Banner Permit:**

- (A) One banner shall be allowed per business for a period not to exceed 180 days for a special sale, grand opening or promotion in a calendar year.
- (B) Banners shall not augment existing permanent signs by advertising the same message.
- (C) Banners shall be placed flat against a building surface and not on the roof of a building or extend above the roof parapet.
- (D) Banners shall not be placed on fences, signs, poles, vehicles or other surfaces not authorized by this section. However, businesses engaging in predominantly outdoor sales such as the sale of automobiles, recreational vehicles, motorcycles and boats may have a banner secured between two poles located inside the property. In the circumstance, the height of the banner shall not exceed six feet.
- (E) Banners shall not exceed fifty square feet in size.

Applicant Concurrence:

*I have read and understood the requirements regarding the placement of promotional banners within the City noted above and agree to comply with these regulations:*

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 (Or Applicant's Representative)

Staff Use Only	
Planner Initials:	Date of Approval: