

**CITY OF TITUSVILLE
BUILDING DEPARTMENT**

BALLOON SIGN PERMIT APPLICATION

LOCATION ADDRESS _____ LEGAL DESCRIPTION _____
BUSINESS NAME _____ TELEPHONE NUMBER _____
SIGN CONTRACTOR _____ TELEPHONE NUMBER _____
PROPERTY OWNER _____ TELEPHONE NUMBER _____
PURPOSE OF SIGN _____



GUIDELINES

1. A Balloon Sign Permit is valid for ten (10) days and the fee is \$40.00.
2. Hot air, helium or other gaseous elements other than forced air are prohibited.
3. The Balloon Sign shall not exceed thirty-five (35) feet in height and width.
4. No parcel or development shall be issued more than three (3) permits in any calendar year.
5. Balloon Signs shall not be located in any required parking space.
6. Balloons Signs shall not be placed on top of any buildings or structures.
7. No Balloon Sign shall be placed in any right-of-way.
8. No installation of balloon signs will be permitted when there is a weather advisory or storm watch in effect.
9. Balloon Signs will be required to be removed and safely stored within six (6) hours of the posting of a Tropical Storm or Hurricane Warning.

The following shall be provided to the Building Department for processing the special permit application:

- Address of balloon location or legal description
- Written permission from the property owner or the owner's designated agent
- Evidence of the installer's general liability and property damage insurance
- A copy of a survey or site plan, accurate to scale, showing the location of the balloon sign, buildings/structures, all property lines, abutting right-of-ways, parking, circulation area, and the property's ingress and egress.

SIGNATURE _____ **DATE** _____

FOR OFFICIAL USE ONLY:

DATES OF DISPLAY _____

APPROVED BY: _____ DATE _____