



City of Tucson, Planning & Development Services Department

Permit Application for Portable Signs

Submit by email with *additional documents to PDS_SignPermitSubmittals@tucsonaz.gov

Contact us: Sign Information Desk 520-837-4975, or DSD_signs@tucsonaz.gov

Non-illuminated portable signs are allowed in all zones and may be building or ground mounted. For properties in a Historic District, Historic Review & approval is required prior to permit issuance. Setbacks of signs from curbs may vary, depending on location or sign type. No sign may block sight visibility near street/driveway entries. If needed, see staff for assistance.

Applicant Information:

Applicant Name or Business: _____ Phone Number: _____

Street Address: _____

Contact Person: _____ Email: _____

(See A-frame application for specific criteria on that type of portable sign)

Total portable sign area (includes attached or detached signs combined – see number & size per type):

Commercial/Industrial zones: 128 sqft Arterial Street, 64 sqft Collector Street, 32 sqft Local Street

Residential zone: 64 sqft Arterial Street, 32 sqft Collector Street, 16 sqft Local Street

Attached (to building) Portable Sign(s)

Residential: (1 sign, at: 32 sqft on an Arterial Street, 16 sqft on a Collector Street, 8 sqft on a Local Street)

Number of Signs: _____

Which Building elevations (Circle One): **N** **S** **E** **W**

Size(s) per elevation: _____

Name of Street Adjacent: _____

Material made from (Vinyl, Plastic, Fabric): _____

**Submit this application with simple dimensioned diagrams showing sign(s) and materials to be used.*

Detached Portable Sign (10' Max height, 10' Setback from curb)

Largest size of a detached sign in residential zone is 16 sqft, in commercial zone is 32 sqft

Number of Streets Adjacent: _____

Number of Signs: (limit 4 for first 300' of street lot line, 1 per 75' after, up to 8 per street:) _____

Size of Signs: _____

Length along street of Lot Line: _____

Number of signs each street _____

Distance between Signs (in feet): _____

**Submit this application with a site plan of the development or lot, showing the above dimensions and detached portable sign locations, and include simple dimensioned diagrams showing sign(s) and materials to be used.*

Commercial Flags, Feather Banners, & Banner Flags: In commercial and industrial zones, in lieu of the Portable Sign area allotment, an applicant may use 4 commercial flags, feather banners, or banner flags of 2 colors, with 1 additional portable sign.

STAFF ONLY:

Permit Plus Activity Number: _____

Zone _____ Is a Premise _____

Frontage _____

HPZ _____

Street Type: ___ Arterial ___ Collector ___ Local

Date of Submittal: _____

or in Shopping Center as lot _____ or as tenant _____

Number of Adjacent Streets _____

Scenic _____