



CITY OF DUBLIN
Zoning Clearance Application Form
Temporary Promotional Balloons

Name (Print or Type): _____ Title: _____

Address (Street, City & Zip): _____ Phone: _____

Signature: _____ Date: _____

By signing this form I agree to remove the temporary promotional balloon sign(s) at the completion of the promotional event. I understand that temporary balloon signs are limited to 21 days per calendar year. I also understand that in when two or more balloon signs are displayed at the same time, each balloon counts as one day against the allotted 21 calendar days (two balloons displayed for four days = eight days used). I understand that displaying the balloon sign after the expiration of this permit or for more than the allotted 21 days per calendar year is a Dublin Zoning Code violation and that I could be subject to a citation without prior written notice.

PROJECT INFORMATION

Project Address: _____

Project/Business Name: _____

Property Owner's Name (Please Print Legibly): _____

Property Owner/Agent Signature: _____ Phone: _____

Description:

Number of Balloons:	Purpose: (sale, grand opening, etc.)
Type: (shape or figure description)	Material: (plastic, vinyl, etc.)
Size: Height Width	Method of attachment: (must be ground mounted)
Sign Copy (if applicable): (must be promotional)	Location:
Balloon Color(s): Letter(s) Logo Background	Sign Color(s): Letter(s) Logo Background
Tethered Height:	Time Displayed: (21 days maximum per calendar year)



HOW TO OBTAIN A TEMPORARY PROMOTIONAL BALLOON PERMIT

The City of Dublin has a simple process for obtaining a permit to display temporary promotional balloons. A Temporary Promotional Balloon is defined as any tethered or un-tethered balloon greater than 15 inches in diameter used for special promotional events or needs.

A **Balloon** is defined as “any inflatable sign or balloon regardless of size that is designed to be used as an advertising device for any business or promotional event.”

A **Temporary Promotion** refers to “sales, special prices, grand openings, new products or services, special events, now hiring, and seasonal, holiday, or community events.”

Businesses are permitted to display temporary promotional balloon signs with a City of Dublin Zoning Clearance for a total of 21 days per calendar year. Each balloon displayed counts as one day against the allotted 21 days per calendar year (i.e. 2 balloons displayed for 4 days = 8 days used.)

NOTE: All balloons shall be tethered to the ground with the bottom of the balloon on the ground. Balloons are not permitted to be attached to any structure or vehicle.

To apply for a permit:

1. Complete the Zoning Clearance Application Form on the reverse side of this sheet. If possible, attach a photograph of the balloon(s).
2. Submit the completed Zoning Clearance Application Form, in person, to the Planning Division at the Dublin Civic Center located at 100 Civic Plaza, Dublin. Your application must be approved prior to the display of any temporary promotional balloon(s).
3. Submit the application fee PER BALLOON with the completed Zoning Clearance Application Form. Payment can be made by cash, check (made payable to the City of Dublin) or credit card.

If you have any questions regarding this process or the Zoning Clearance Application Form, please contact the Planning Division at (925) 833-6610.