



CITY OF SAN ANTONIO
DEVELOPMENT SERVICES DEPARTMENT

MEMORANDUM

To: DSD Associates
From: Roderick J. Sanchez, Director and Code Official
Date: March 7, 2014

INTERPRETATION NUMBER: CI2014-005

TITLE: Temporary Neighborhood Association signs in public right of way

CODE EDITION: City Code Chapter 28 Signs

SECTION: Sections 28-6 “Definitions” and 28-117 “Temporary Signs”

QUESTION: Are temporary official signs by Neighborhood Association (NA), Homeowners Associations (HOA), or Property Owners Associations (POA) of the City of San Antonio permitted on the right of way?

ANSWER: Yes, provided all of the following stipulations are observed:

1. Official signs of NAs, HOAs, and POAs may be displayed one week in advance of Association-sponsored meetings and events;
2. Signs shall be removed by the NA, HOA or POA within 48-hours following the meeting/event;
3. Signs shall be all-weather, and bear the official colors, name, or logo of the sponsoring Association, and not exceed six (6) square feet in area. The total height of the sign may not exceed three (3) feet above the ground measured from the base of the sign. Signs may be two-dimensional only and have a non-reflective surface.
4. Signs will not be placed where they obstruct signs of the State of Texas, Bexar County, or the City of San Antonio and shall not create a hazard or interfere with public safety in any manner. *If/when it is determined that a sign does create a safety hazard, it shall be removed by DSD field staff.*

5. These temporary official signs of NAs, HOAs, and POAs that comply with these provisions are not required to obtain permits from the City nor comply with the fee provisions of Section 28-152(b)(5).
6. Sign spacing and location shall be done in accordance with Section 28-152(b)(3) & (4), respectively.
7. The sponsoring NA, HOA, or POA shall provide Development Services Sign Inspections Section a map or list identifying the street and block number where each sign shall be placed on a yearly basis.

While other temporary signs are generally not permitted in the public right-of-way, the intent of our city's sign code is not to prohibit the necessary communication among NA, HOA and POA communities. These temporary NA, HOA, or POA signs are an important part of helping these communities ensure participation of their members as they work to serve the public interest in support of City government.



Roderick J. Sanchez, AICP, C.B.O.
Director and Building Official
Development Services Department