

Dear Candidate:

In accordance with the City of Universal City's Ordinance 352, as amended (Sign Ordinance), **candidate political signs must not be placed on public property or right-of-way. Please take the time to notify your election workers of the following requirements.**

PUBLIC RIGHT-OF-WAY

1. No signs are permitted on power poles, on city property (buildings, parks, and utilities sites), on utility structures (boxes, poles, or wires), or within State or public right-of-way.

State, utility and city rights-of-way are typically 10 feet from the curb on residential and commercial streets.

PRIVATE REAL PROPERTY

1. Do not place signs on private real property* without the permission of the property owner.

If permission is granted, do not place signs in the city's right-of-way. City-right-of-way is 10 feet from the curb on common residential and commercial streets.

2. Political signs may be placed on private real property subject to the following restrictions:

- (1) They shall not have an effective area greater than thirty-six (36) square feet;
- (2) They shall not be more than eight (8) feet high;
- (3) They shall not be illuminated; and
- (4) They shall not have any moving elements.

**The term "private real property" as used does not include real property subject to an easement or other encumbrance that allows a city to use the property for a public purpose.*

EARLY VOTING & ELECTION DAY POLITICAL ADVERTISING AT POLLING LOCATIONS

Political signs may be placed on the public property that is used for the conduct of early voting and used for polling on voting day subject to the following restrictions.

1. No sign shall be posted more than five (5) days preceding the date of early voting for the election to which the sign pertains;
2. All such signs shall be removed within three (3) days following the date of the election to which the sign pertains;
3. All signs shall comply with the distance requirements provided for in Texas Election Code regarding Electioneering;
4. Signs shall not be illuminated;
5. Signs shall not have any moving elements;
6. Signs shall not be more than eight (8) square feet in sign area;
7. Only 2 signs per measure or candidate may be erected; and
8. No signs shall be placed within the thirty foot (30') visibility triangle of any intersection or driveway.

GENERAL INFORMATION:

1. No sign permit shall be required for the erection of a political sign on private real property.
2. Please do not place city staff in the position of having to monitor candidates' sign activities and possibly prosecuting violators – an action we wish to avoid.

Any questions with regard to sign requirements may be directed to Code Enforcement at (210) 659-0333, ext. 725, 723, or 720.

*The City of Universal City Texas
2150 Universal City Blvd
Universal City, Texas 78148*

Revised July 2014.