



## Memorandum from the Office of the City Secretary

To: Candidates and Campaign Managers  
From: Ivy Peterson, City Secretary/Elections Administrator  
RE: Campaign Signs with Political Content for an Upcoming Election

---

The City of Cleburne's rules regarding campaign signs for an upcoming election are provided with the goal of preventing signs from being placed in violation of city and state laws, and are as follows:

- 1) Signs may be erected only during the election period, which is 62 days before the date of the election and ends ten (10) days after. In the case of a run-off election, an election season ends ten (10) days after the date of the run-off election.
- 2) Signs shall not exceed 36 square feet in area or eight (8) feet in height, shall not be illuminated or have any moving elements.
- 3) Shall be located on private property with the permission of the owner.
- 4) Shall not be located in/on any public right-of-way, median, utility poles, traffic signs, or any publicly-owned property.
- 5) Signs found to be placed in violation of the rules will be removed and the candidate notified.
- 6) Any signs that are removed from a prohibited area will be held at the Cleburne Police Department, Code Compliance for a 10-day grace period. After the grace period, the signs will be destroyed.
- 7) A candidate's second violation and each subsequent violation leading to a sign being confiscated may result in an administrative fee of \$200 per sign [City Code §156.99 (B)(1)].
- 8) For elections using city-owned facilities, campaign signs are permitted at designated voting locations only during **Early Voting and Election Day** and per the following guidelines:
  - a. Limit two (2) yard signs per candidate or measure in each of the areas signified in green. See map of the Conference Center (Exhibit A) and Booker T. Washington Community and Recreation Center (Exhibit B).
  - b. No t-posts are permitted. Signs may be placed only along the perimeter of the facility, not on medians or landscaping areas due to possible damage to underground utilities, sprinkler systems, or landscaping drip lines.
  - c. No signs are allowed within 100 feet of the entrance to the polling location, including vehicle signage.
  - d. Vehicle signage is limited to one (1) vehicle per candidate or measure, so as not to interfere with other activities/events scheduled at the facility.
  - e. Signs, including vehicle signage, should be placed so as not to cause a view obstruction for vehicles entering/exiting the parking lot.
  - f. Remove all signs within 24 hours of the Early Voting period or Election Day.

Thank you for your cooperation and we wish you the best in your campaign efforts. For polling place information visit the [City's website](#). Should you have any questions, please contact me at 817-645-0908/[citysecretary@cleburne.net](mailto:citysecretary@cleburne.net) or Code Compliance at 817-645-0977.



