



SIGN PERMIT APPLICATION

203 E. National Ave. Brazil, Indiana 47834

Phone: (812) 446-0050

Fax: (812) 446-0337

Office Use Only		Permit: _____
Permit# _____	Date Applied: _____	Inspect: _____
		Total Cost: _____

1. Owner

2. Contractor Information

Owner: _____	Contractor: _____
Phone: _____	Phone: _____

3. Location Information

Improvement Address: _____	Name of Business: _____	Type of Business: _____
Project Value: _____	Circle Type of Sign: HANGING PORTABLE BILLBOARD WALL POLE GROUND	Sign Size & Location: _____

4. Required Inspections

Electric: _____	Footer/Foundation: _____
-----------------	--------------------------

5. Required Information

A SCALED SITE PLAN IS REQUIRED WITH YOUR APPLICATION

In order to receive a permanent sign permit, the applicant shall submit a site plan containing the following:

1. A set of plans, to scale, approved and sealed by a licensed engineer in the State, providing all necessary construction and electrical details of the sign and sign structure, including height.
2. A site plan, to scale, containing:
 - a. The proposed location of the sign upon the property.
 - b. The distance from the proposed sign location to any buildings upon the property, and adjoining street right-of-way lines, and driveway entrances.
 - c. The distance from the proposed sign location to the next nearest billboard and/or permanent sign on either side of the street in either direction
 - d. The distance from the proposed sign location to the nearest street intersection in either direction.
3. A representation of the proposed sign, to scale, including the width and length of the sign faces, and height from surrounding grade.

Applicant Signature: _____	Date: _____
----------------------------	-------------

Planning Administrator Signature: _____

Fee Schedule: Temporary/Permanent Sign: \$1.00 per square foot; Billboard: \$1,000.00

§ 156.237 GENERAL SIGN REQUIREMENTS.

- (A) *Structural Requirement.* All signs shall comply with the pertinent requirements of the Building Code.
- (B) *Safety.* Any existing sign which is or becomes an immediate danger or hazard to persons or property because of being in an unsafe condition, or which obstructs any fire escape, window, or door, is subject to immediate removal without notice and at the expense of the property and/or sign owner.
- (C) *Maintenance.* Each sign shall be maintained in a safe, presentable, and good condition. Broken panels, missing letters, flaking or peeling paint, rusted metal, unfinished wood and other visual damage to a sign shall be repaired within 45 days of occurrence or within 30 days notification by the Planning and Zoning Administrator, and/or Board of Public Works and Safety, weather permitting.
- (D) *Abandoned Signs.* Any sign or sign structure which advertises a business no longer conducted or service no longer rendered, or a product no longer sold shall be classified an abandoned sign and shall be removed by the owner, agent or person having beneficial use of the premises or lot upon which the sign is located within 10 days following written notice by the Planning and Zoning Administrator, and/or the Board of Public Works and Safety concerning its removal.
- (E) *Illumination.* Neither the direct nor reflected light from primary light sources shall create a traffic hazard to operators of motor vehicles on public thoroughfares.
- (F) *State right-of-way requirements.* All signs erected within the jurisdiction of state right-of-way requirements shall meet both state and city requirements. Signs shall not project over any city or county public right-of-way.
- (G) *Lot Lines.* Signs shall not project over lot lines.

§ 156.238 RESIDENTIAL AND AGRICULTURAL SIGNAGE.

One-, 2-, multi-family residential, and agricultural signs must comply with the general sign provisions in § 150.237 of this subchapter. The allowable signage includes all permitted uses in § 156.237 of this subchapter.

(A) Allowable signs.

(1) *Identification signs.* One identification sign may be erected on each perimeter street frontage of a multi-family development, manufactured/mobile home park, single-family subdivision, or permitted nonresidential uses, including special exceptions. The sign shall not be permitted to exceed 32 square feet of display surface area. The sign shall not exceed 12 feet in height, and illumination, if any, shall be by a constant light. Additional or multiple signs may be permitted by the Advisory Plan Commission for 1 or more entrances. See §§ 156.045 through 156.098.

(2) *Church, public or semi-public buildings or public park identification sign.* Not more than 1 sign per street frontage not exceeding 50 square feet in size per face. The sign shall not exceed 12 feet in height, and illumination, if any, shall be by constant light.

(3) *Construction sign.* During the period of construction, a temporary sign advertising the construction of improvements on the premises may be erected on each perimeter street of frontage of the development. The sign shall not exceed 32 square feet in surface area, nor 12 feet in height, and illumination, if any shall be by constant light.

(4) *Directional signs.* Two signs per entry/exit not exceeding 6 square feet in size per face.

(5) *Memorial or tablet sign.* One sign not exceeding 6 square feet in size per face unless signs are installed by the federal, state, county, or city government or agencies thereof.

(6) *Property real estate signs.* One sign per lot frontage not exceeding 6 square feet in size per face.

(7) *Special displays and other temporary signs.* See § 156.241 of this subchapter.

(8) *Informational signs.* Informational signs not exceeding 2 square feet in size per side nor a height of 4 feet from the ground which identify the occupants,

occupation, address, and/or information. Examples of permitted informational signs generally include: privacy sign, trespassing sign, seed sign, and the like.

(9) *Nonilluminated home occupation sign.* Nonilluminated home occupation wall sign not exceeding 2 square feet wall-mounted on the dwelling, and; if allowed with the special exception, 1 nonilluminated yard sign not exceeding 6 square feet in size per face. (See § 156.030)

(B) *Location and height.*

(1) No sign placed upon the ground shall be located closer than 10 feet to any property line and shall meet the vision clearance on corner lots requirements of § 156.141 of this chapter.

(2) No sign attached to the wall of a building or other structure shall extend above the roof line of that building or structure.

(3) For residential signs without a specific height standard, the sign(s) shall not exceed 8 feet in height from the surrounding grade to the highest point of the sign.

(4) *Direction signs.* No sign shall exceed 3-1/2 feet above the elevation of the adjacent driveway at the point where it meets the street right-of-way.

(5) *Memorial or tablet signs.* No sign shall exceed 6 feet in height from the surrounding grade to the highest point on the sign.

(6) *Property real estate signs.* No sign shall exceed 6 feet in height from the surrounding grade to the highest point on the sign.

(C) *Other requirements.*

(1) *Mobile construction signs.* Signs identifying mechanics, painters, architects, engineers, and similar artisans and workmen which are attached to or on trailers on the site of construction shall be permitted provided that upon completion of the project, the trailer must be removed within 1 week. These trailers shall not be located closer than 10 feet to the property line if signs are visible from the street.

(2) *Residential construction project sign.*

(a) *On-site sign.* The sign shall be removed either at such time as the permanent subdivision entrance sign is erected, or when 80% of the lots and/or dwelling units have been sold, whichever circumstance occurs first.

(b) *Off-site signs.* The signs shall be removed either within 2 years from the date of issuance of the sign permit, or when 80% of the lots and/or dwelling units have been sold, whichever circumstance occurs first.

(c) *Property real estate signs.* Shall be removed within 10 days following the date of closing or lease initiation.

(D) *Directional sign.* May contain the street address and/or name of the business center or the name of the use of the building, trademark, logo, or similar matter, provided that not more than 50% of the sign area is used for this purpose.
(Ord. 40-2006, passed 12-12-2006) Penalty, see § 156.999

§ 156.239 BUSINESS AND INDUSTRIAL SIGNAGE.

Commercial signs must comply with the general sign provisions in § 156.237 of this subchapter. The allowable signage includes all permitted uses in § 156.232 of this subchapter.

(A) Allowable signs.

(1) *Pole signs.* One pole sign per lot and shall not have an aggregate (total from each side combined) surface area greater than 3 square feet for each foot of width of the principal structure on the premises. Total pole signage shall not exceed 300 square feet.

(2) *Ground-mounted signs.* One ground mounted sign per lot may be substituted for the allowable pole sign. Same surface area requirements as for pole signs.

(3) *Attached signs.* One attached sign for each side of the building not exceeding 10% of the total square footage of the building face upon which it is placed.

(4) *Window/door signs.* Shall not cover more than 50% of the total window area or door to which they are applied.

(5) *Under canopy sign.* One sign not exceeding 2 square feet in size displaying the name, occupation, address, and/or service located upon the premises.

(6) *Directories.* For buildings with multiple occupancies, a directory sign may be substituted in lieu of the allowable pole sign subject to review and approval by the Board of Zoning Appeals as to height and overall square footage.

(7) *Portable Signs.* "A" frame signs or other portable signs of like nature shall not exceed 25% of the width of the sidewalk, including the curb. Use shall be limited to the sidewalk area directly in front of said business during operating business hours.

(B) Location and height.

(1) *Pole signs.* Signs shall not exceed 20 feet in height from the surrounding grade to the highest point on the sign and the overhang shall not be located any closer than 1 foot to any property line. Signs shall meet the vision clearance on corner lots requirements of § 156.141 of this subchapter.

(2) *Ground-mounted sign.* Signs shall not exceed 6 feet in height from the surrounding grade to the highest point on the sign and shall be located no closer than 1 foot to any property line. Signs shall meet the vision clearance on corner lots requirements of § 156.141 of this subchapter.

(3) *Attached signs.* Signs shall not project above the parapet wall, mansard, or other roof line.

(4) *Window/door signs.* Signs may be attached to either the interior or exterior of a window or glass door and shall be maintained in good repair.

(5) *Under canopy signs.* Signs may be attached to the building or canopy and shall maintain a head clearance of 8 feet.

(6) *Directories.* As approved by the Board of Zoning Appeals.

(C) *Other requirements.*

(1) *Canopy use.* An attached or detached canopy sign may be used as an attached and/or pole sign. However, the canopy's size does not add to the width or face of the building when calculating for allowable signage.

(2) *Portable signs.* The use of portable signs for the advertisement of cigarettes, food, or other sundry items is specifically prohibited.

(3) *Changeable copy signs.* A manual changeable copy sign may be incorporated as an integral part of the permanent pole, ground, or attached signage permitted upon the property.

(Ord. 40-2006, passed 12-12-2006) Penalty, see § 156.999

§ 156.240 SPECIAL DISPLAYS AND OTHER TEMPORARY SIGNS.

Banners and pennants are a permitted use. However, the Planning and Zoning Administrator and/or the Board of Public Works and Safety can require removal of banners and pennants if they are not kept in a safe and orderly fashion. The following temporary signs are allowed for up to a thirty day time period. The signs may be extended beyond the 30-day time period, but only upon review and approval by the Board of Zoning Appeals as a special exception.

(A) Signs announcing openings.

(B) Seasonal or special occasion signs such as special events and special business hours.

(C) Yard signs, such as "Siding by...".

(D) Subdivision directional signs not exceeding 3 square feet in size per face.

(E) All other temporary signs not specifically referenced in this subchapter.

(F) Portable signs, as described in § 156.239(A)(7).

(Ord. 40-2006, passed 12-12-2006) Penalty, see § 156.999

§ 156.241 STANDARD OUTDOOR ADVERTISING STRUCTURE (BILLBOARDS).

(A) *Where permitted.* Advertising signs complying with all the requirements of this subchapter shall only be allowed outside the corporate limits of the City of Brazil. Additionally, they are required to be in a Suburban Residential (S), local business (LB), general business (GB), or open industrial (I1), or reserved industrial (IR) zoning district.

(B) *Area and height.*

(1) The maximum area for any 1 sign shall not exceed 672 square feet in size per face excluding extensions and embellishments, with a maximum height of 14 feet and a maximum width of 48 feet inclusive of border and trim, but excluding the base, apron, supports, and other structural members.

(2) Extensions to the top of advertising signs are permitted. However, in no case shall any extensions exceed 96 square feet in total feet in total area or extend more than 5-1/2 feet in height above top of the sign. Other extensions are permitted as follows:

(a) Side extension: 2 feet on each side.

(b) Bottom extension: 1 foot.

(c) Embellishments to advertising signs shall not exceed 1 foot out from the facing of the sign.

(3) The maximum height shall not exceed 30 feet from the highest point on the sign to surrounding grade or street level, whichever is higher.

(4) The maximum size limitations shall apply to each side of a sign structure, and signs may be placed back-to-back or in V-Type construction with not more than 3 side-by-side displays to each facing but such sign structures shall be considered as 1 sign.

A group of not more than 2 advertising signs shall be permitted on 1 sign structure. However, there shall be no vertical stacking signs.

(C) *Location.*

(1) No sign shall be erected within 1,000 lineal feet of an existing sign on the same side of the road.

(2) No sign shall be located within 500 lineal feet of a R1, R2, or R3 residential zoning district along the street on which the sign is intended to be located.

(3) No sign shall be located in such a manner as to obstruct or otherwise physically interfere with the effectiveness of an official traffic sign, signal, or device or obstruct or physically interfere with a motor vehicle operator's view of approaching, merging, or intersecting traffic.

(4) No sign shall be placed closer than 500 feet to an intersection with a limited access highway and measured from the nearest edge of the right-of-way. No sign shall be so located to obstruct the vision of traffic using entrance ways, driveways, or any public road intersection.

(5) The minimum front yard setback for signs shall be a minimum of 50 feet from any public right-of-way and/or private roadway easement.

(6) No sign shall be located on any public or private utility easement, road, drainage easement or railroad right-of-way.

(7) All lineal distances required by this section shall be measured from the nearest outside edge of the subject sign, whether a support, structural member, or the sign surface itself to the nearest outside edge of the corresponding sign, building, right-of-way or easement involved.

(D) *Prohibited outdoor advertising structure signage.*

(1) Roof-mounted signs.

(2) Flashing signs, including automatic changing signs such as time, temperature, and date signs as well as electronically controlled message centers.

(3) Fluttering signs, pinwheels, pennants, streamers, and banners.

(4) Moving signs or swinging signs.

(5) Signs which contain characters, cartoons, or statements, words, or pictures of any obscene, indecent, prurient or immoral character.

(7) Signs which contain or are an imitation of an official traffic sign or signal, or which are of a size, location, movement, content, coloring, or manner of illumination which may be confused with or constructed as a traffic-control device, or which may hide from view any traffic or street sign or signal.

(8) Any sign constructed or located in such a manner that it becomes an immediate hazard or danger to persons or property because of being in an unsafe condition, or which obstructs any window, door, or fire escape of a building. Signs will be subject to immediate removal by the Building Inspector or his or her designee, without notice, at the expense of the property owners.

(E) *Maintenance.* All signs and sign supports shall be maintained in good repair so as to prevent rust, peeling, flaking, or fading. Broken panels, missing letters, flaking or peeling paint, and other visual damage to a sign shall be repaired within 45 days of occurrence or within 30 days of notice from the Planning and Zoning Department or the Board of Public Works and Safety.

(F) *Illumination.* Neither the direct nor reflected light from primary light sources shall create a traffic hazard to operators of motor vehicles on public thoroughfares, nor shall the light sources be oriented such that either direct or reflected light creates a nuisance to adjoining properties.

(G) *Plans required.* An application to erect such a sign shall be accompanied by the following:

(1) A set of plans, to scale, approved, and sealed by a licensed engineer in the state, providing all necessary construction and electrical details of the sign and sign structure, including height.

(2) A site plan, to scale containing:

(a) The proposed location of the sign upon the property.

(b) The distance from the proposed sign location to any buildings upon the property, and adjoining street right-of-way lines, and driveway entrances.

(c) The distance from the proposed sign location to the next nearest billboard sign on either side of the street in either direction.

(d) The distance from the proposed sign location to the nearest street intersection in either direction.

(3) A representation of the proposed sign, to scale, including the width and length of the sign faces, and height from surrounding grade.

(H) *Construction specifications.* Henceforth, any sign erected under this subchapter shall be a single pedestal type constructed of nonflammable material, excluding wood. Construction of the sign and its structural specifications shall comply with the following sections of the "Indiana Department of Highways Standard Specifications: 802, 803, 909.14, 909.19, and 912.10," as applicable, and must meet the structural requirements of the Building Code.

(Ord. 40-2006, passed 12-12-2006) Penalty, see § 156.999

(I) *Fee.* The fee for a permit for a sign regulated by this subsection shall be one thousand dollars.

§ 156.999 PENALTY.

(A) Any person violating any provision of this chapter for which no specific penalty is prescribed shall be subject to § 10.99.

(B) Whoever violates any provision of §§ 156.020 through 156.034 for which no penalty is otherwise provided, shall be fined not less than \$10 nor more than \$300. A separate offense shall be deemed committed on each day that a violation occurs or continues.

(1982 Code, § 156.99) (Ord. 12-1964, passed 8-11-1964)

(C) Whoever violates any provision of §§ 156.185 through 156.190 for which no penalty is otherwise provided shall be fined not less than \$10 nor more than \$300. A separate offense shall be deemed committed on each day that a violation occurs or continues.

(1982 Code, § 156.99) (Ord. 13-1964, passed 8-11-1964)

(D) Whoever violates any provisions of §§ 156.230 through 156.241 for which no penalty is otherwise provided, shall be fined not more than \$500. A separate offenses shall be deemed committed on each day that a violation occurs or continues.

(E) Whoever violates any provisions of §§ 156.232 and 156.234 for which no other penalty is otherwise provided, shall be fined \$25 for each violation, to a maximum of \$2500. A separate offense shall be deemed committed on each day that a violation occurs or continues.