



APPLICATION FOR ON-PREMISE OUTDOOR ADVERTISING DEVICE PERMIT-INTERSTATE HIGHWAY

PERMIT NO: _____
(FOR DEPT. USE)

The undersigned, pursuant to the Outdoor Advertising Control Act of 1971, Act No. 160, December 15, 1971, P.L. 596, as amended, (36 P.S. §2718.101 et seq.) and the regulations promulgated there under (67 Pa. Code, Chapter 445), hereby applies for a permit to erect a sign to be located adjacent to the National System of Interstate Highways, and supplies the following information in support of this application:

A. APPLICANT (Sign Owner): _____

Name of Applicant: _____

Title: _____

Type of Business entity, if applicable: _____

Address: _____

Telephone: _____

E-mail Address: _____

Is the Sign Owner a Service Club or Religious Organization? Yes No

B. LAND OWNER (Where Sign Is To Be Located):

Name: _____

Address: _____

Tax Parcel Number: _____

Telephone: _____

E-mail Address: _____

Applicant must obtain permission from the land owner to construct the sign on the owner's land. Include a copy of the lease, or other agreement, or a letter from the property owner confirming their consent.

C. THIS APPLICATION IS TO (Check one of the following):

- Erect a new ON-PREMISE sign(s) adjacent to an Interstate Highway, within fifty (50') feet of the advertised activity.
- Erect a new ON-PREMISE sign(s) adjacent to an Interstate Highway, beyond fifty (50') feet of the advertised activity (still on premises). May not exceed 150 square feet in area, including border and trim, and the length or height may not exceed 20 feet.
- Transfer ownership of the sign.

D. For a new sign, applicant is required to meet with a PennDOT representative at the proposed sign location to review the location and application. The District Outdoor Advertising Manager will contact you to schedule the meeting.

E. LOCATION OF PROPOSED SIGN:

E.1. County: _____

E.2. Municipality: _____ City Boro. Twp.

E.3. The sign site is adjacent to Interstate Route Number _____
 Eastbound Westbound Northbound Southbound
On the Right Left Side. GPS Coordinates, if available: _____

E.4. Minimum distance that the nearest edge of the sign will be set back from the limited access right-of-way fence, if any, or from the highway right-of-way line: _____ feet.
(No part of the sign may encroach on PENNDOT right-of-way.)

E.5. Will all erection and maintenance activities, including parking vehicles and equipment, be performed on privately owned property? . . Yes No
(Such activities shall not be allowed in the PENNDOT right-of-way.)

If no, a permit will not be issued since access to the sign must only be from private property.

E.6. Will it be, or was it necessary to destroy, damage, remove or disturb vegetation located in the highway right-of-way to enable the proposed sign to be visible from the highway? Yes No

(If yes, a permit will not be issued.)

F. LOCAL REGULATIONS:

F.1. Does the municipality or county where the sign is to be located have a sign ordinance or regulations? Yes No

F.2. If yes, does the sign for which application is hereby made conform to local requirements? Yes No

F.3. Does the municipality or county require application for and issuance of a permit for the erection of a sign? Yes No
If yes, a copy of the approved permit must be provided with the application.

F.4. Name of Municipality: _____
Office Address: _____
Name of Zoning/Codes Officer: _____
Telephone: _____
E-mail Address: _____

G. ON-PREMISE SIGNS:

(Definitions, as found in 67 Pa. Code, Chapter 445.2)

Premises: The property upon which the activity is conducted as determined by physical facts rather than property lines. It is the land occupied by the buildings or other physical uses that are necessary or customarily incident to the activity, including such open spaces as are arranged and designed to be used in connection with the buildings or uses. The following are not considered to be a part of the premises on which the activity is conducted, and any signs located on the land are to be considered offpremise advertising:

- (i) Land which is not used as an integral part of the principal activity, including land which is separated from the activity by a roadway, highway or other obstruction, and not used by the activity; and extensively undeveloped highway frontage contiguous to the land actually used by a commercial facility, even though it might be under the same ownership
- (ii) Land which is used for, or devoted to, a separate purpose unrelated to the advertised activity.
- (iii) Land which is more than 100 feet from the principal activity, and in closer proximity to the highway than to the principal activity, and developed or used only in the area of the sign site or between the sign site and the principal activity and whose purpose is for advertising only. In no event may a sign site be considered part of the premises on which the advertised activity is conducted if the site is located on a narrow strip of land which is non-buildable land, or is a common or

private roadway, or is held by easement or other lesser interest than the premises where the advertised activity is located

Does the location of the proposed sign(s) conform to the above definitions of premises? **Yes** **No**

(On-Premise Signs, as found in 67 Pa. Code, Chapter 445.5)

(a) Application: This section applies to signs which:

- (1) Advertise the sale or lease of the premises on which they are located
- (2) Advertise activities conducted on the premises on which they are located

(b) General Provisions: An on-premise sign may not be erected or maintained in a manner inconsistent with the following criteria:

- (1) A sign may not be permitted which attempts or appears to attempt to direct the movement of traffic, or which interferes with, imitates or resembles an official traffic sign, signal or device.
- (2) A sign may not be permitted which prevents the driver of a vehicle from having a clear and unobstructed view of official signs and approaching or merging traffic.
- (3) Sign lighting may not be permitted to be used in any way unless it is so effectively shielded as to prevent beams or rays of light from being directed at any portion of the main-traveled way, or is of such low intensity or brilliance as not to cause glare or to impair the vision of the driver of any motor vehicle, or to otherwise interfere with any driver's operation of a motor vehicle.
- (4) A sign may not be permitted which moves or has any animated or moving parts.
- (5) A sign may not be permitted to be erected or maintained upon trees or painted or drawn upon rocks or other natural features.

(c) Restrictions Along Interstate Highways:

- (1) Not more than one sign advertising the sale or lease of the same premises may be permitted to be visible to traffic proceeding in any one direction on an interstate highway.
- (2) Not more than one sign, visible to traffic proceeding in any one direction on any interstate highway and advertising activities being conducted upon the premises where the sign is located, may be permitted more than fifty (50) feet from the advertised activity.

- (3) A sign, except a sign within 50 feet of the advertised activity, that displays a trade name which refers to or identifies a service rendered or product sold, used or otherwise handled off the premises, may not be permitted unless the name of the activity conducted on the premises is displayed as conspicuously as the trade name; provided, however, that this section does not apply to trade names which identify or characterize:
 - (i) Public places operated by Federal, State or local governments.
 - (ii) Natural phenomena, historic sites, areas of natural scenic beauty or naturally suited for outdoor recreation.
 - (iii) Places for camping, lodging, eating and vehicle service and repair.
 - (iv) Vehicle service, equipment, parts, accessories, fuels, oils or lubrication being offered for sale at the place of the type listed in subparagraphs (i)-(iii).

- (4) If a sign, which has an area of 6 square feet or which is in excess of 3 feet in any dimension, consists principally of brand name or trade name advertising and the product or service advertised is only incidental to the principal activity, or if it brings rental income to the property owner, it shall be considered outdoor advertising and not an on-premise sign; except that this provision does not apply to trade names which identify or characterize public places operated by Federal, State or local governments; natural phenomena, historic sites, areas of natural scenic beauty or naturally suited for outdoor recreation; or places for camping, lodging, eating and vehicle service and repair; or to trade names which identify vehicle service, equipment, parts, accessories, fuels, oils and lubrication being offered for sale at such a place.

Does (or will) the advertising content provide rental income to the property owner or the sign owner? Yes No

- (5) A sign is not permitted to exceed 20 feet in length or height, or 150 square feet in area, including border and trim but excluding supports, except signs within 50 feet of, and advertising activities being conducted upon, the premises where the sign is located.

H. ELECTRONIC MESSAGE BOARDS:

H.1. Signs which contain, include or are illuminated by a flashing, intermittent, or moving light or lights shall be prohibited, except those giving public service information such as time, date, temperature, weather or similar information
Will the sign contain, include or be illuminated by a flashing, intermittent or moving light or lights? Yes No

If yes, indicate content of message:

H.2. Will the sign include a changeable message display area that will be controlled by electronic process or remote control, including, but not limited to LED or digital lights, electronically controlled lights, video displays, etc.? Yes No

If yes, the following conditions apply:

- a. All messages/displays shall remain unchanged for a minimum of five (5) seconds.
- b. The time interval used to change from one complete message or display to the next complete message or display shall be a maximum of one (1) second.
- c. There shall be no appearance of a visual dissolve or fading in which any part of one electronic message/display appears simultaneously with any part of a second electronic message/display.
- d. There shall be no appearance of flashing or sudden bursts of light, and no appearance of animation, movement, or flow of the message/display
- e. Any illumination intensity or contrast of light level shall remain constant.

Does the applicant agree to conform to the above conditions? Yes No

I. CONDITIONS OF ACCEPTANCE OF APPLICATION, ISSUANCE OF PERMIT

I.1. The applicant hereby states that they have not and will not, in any manner, cause the damage, destruction or removal of any vegetation in the highway right-of-way.

I.2. Permitted signs shall not be erected or maintained from limited access highways. Access to signs must be only from private property.

- I.3. Within 30 days after erection of sign, the applicant shall submit form RW-745C "NOTICE OF COMPLETION" and the photographs required thereon.
- I.4. Substantially incomplete or inaccurate information submitted on this application shall be grounds for denial of permit.
- I.5. If any check for the annual permit fee is returned due to insufficiency of funds, there will be a \$38.00 service charge.
- I.6. Any change in ownership, location or specifications of sign requires submission of a new application.
- I.7. This permit is issued based upon the information and statements made by the applicant. Any false statements or false representations set forth herein shall cause the permit to be revoked, permit fees forfeited, sign removed at owner's cost, and subject the applicant to penalties under the laws of the Commonwealth of Pennsylvania.
- I.8. If this application is denied, the decision will be deemed final unless appealed. The applicant may appeal this denial by the Department under 2 Pa. C.S. Sections 501-508 (relating to practice and procedure of Commonwealth agencies), 1 Pa. Code Part II (relating to general rules of administrative practice and procedure) and 67 Pa. Code, Chapter 491 (relating to procedures before the Department) by submitting a written request for a hearing within 30 days after the mail date of the denial, to the Administrative Docket Clerk, Office of Chief Counsel, Commonwealth Keystone Building, 400 North Street, 9th Floor, Harrisburg, Pennsylvania 17120-0096. The written request shall include a filing fee as prescribed under the requisites of 67 Pa. Code, Chapter 491, and made payable to the "Commonwealth of Pennsylvania", and a copy of the denied application shall accompany the written request. A copy of the request must also be sent to the Engineering District which denied the application, and to: Outdoor Advertising Control Manager, PennDOT, PO Box 3362, Harrisburg, Pennsylvania 17105-3362. Secretary Yassmin Gramian has issued an order waiving certain filing restrictions for administrative appeals. The Administrative Docket will now accept electronic transmission of filings, including but not limited to, a request for a hearing, subsequent correspondence, briefs, pleadings, or other documents relating to a case. All administrative appeals and filings can be sent electronically to ra-pddotadmindocket@pa.gov.

- I.9. Sign and date the CERTIFICATION and mail the completed application to the District Outdoor Advertising Control Manager at the address indicated on the CERTIFICATION page. Upon approval, you will be notified to submit the \$30 initial annual fee required for on-premise sign permits
- I.10. Applicant shall not erect the proposed sign until a permit is granted by PennDOT.
- I.11. If the proposed sign is not erected within 12 months after the permit is granted, the permit may be revoked, pursuant to Chapter 445.8(b)(1)
- I.12. A sign permit is not granted until an approved copy of the application with a specific assigned permit number is provided to the applicant, along with a cover letter "Sign Permit Approved", form RW-745A. Any discussions with PennDOT representatives prior to the actual issuance or denial of a permit are for informational and guidance purposes only. Neither approval nor denial of a permit shall be based on oral representations from PennDOT.
- I.13. References to Act No. 160 and the regulations, Chapter 445, herein or in discussion, are for informational purposes and guidance. Determinations in all specific cases are governed by the Outdoor Advertising Control Act of 1971, Act No. 160 as amended, and 67 Pa. Code, Chapter 445, Outdoor Advertising Devices, copies of which are available from the District Outdoor Advertising Control Manager. Chapter 445 is available at the web site: www.dot.state.pa.us/MoreLinks/OutdoorAdvertisingDevices/Chapter445

J. CERTIFICATION

I hereby certify, in accordance with Section 4904 of the Crimes Code (18 Pa. C.S. §4904) relating to unsworn falsification to authorities, that the statements and representations set forth in this application are true and correct; and the advertising device proposed to be permitted under the application is not in violation of any state or local law, ordinance or regulation. This application is made for the purposes of obtaining the issuance of an advertising device permit according to law.

INDIVIDUALS

(Date)

ENTITIES

(Name of Entity)

BY: _____

BY: _____

I agree to receive electronic communications from PennDOT regarding the application status, renewal notices, violations notices, etc.

Sign Owner Yes No
Land Owner Yes No

MAIL COMPLETED APPLICATION AND FEE TO:

ATTENTION: OUTDOOR ADVERTISING CONTROL MANAGER _____

K. PENNDOT REVIEW:

FOR USE OF PENNSYLVANIA DEPARTMENT OF TRANSPORTATION:

Date application received: _____

Field check required Date: _____

Co. _____ SR _____ Segment _____ Offset _____

Direction _____ LT. or RT. _____

GPS : Latitude _____ Longitude _____

This application has been reviewed by (name): _____

The sign permit is: Granted Denied Incomplete

SIGN CLASSIFICATION:

3 On-Premise Sign(s)-Within 50 Feet of Advertised Activity

4 On-Premise Sign(s)-Beyond 50 Feet of Advertised Activity (May not exceed 150 square feet in area, including border and trim, or 20 feet on any side).

REMARKS:

(Signature District Outdoor Advertising Control Manager and Date)

Permit No. County City/Boro/Twp.

SR and Seg. Class Fee Date Granted