



APPLICATION FOR OFF-PREMISE OUTDOOR ADVERTISING DEVICE PERMIT

INSTRUCTIONS AND INFORMATION FOR COMPLETING THE APPLICATION FOR OFF-PREMISE OUTDOOR ADVERTISING DEVICE PERMIT (FORM RW-745)

67 Pa. Code, Chapter 445, Outdoor Advertising Devices, is available on the web site:
<http://www.pacode.com/secure/data/067/chapter445/chap445toc.html>

Complete one application for each sign structure; one permit number will be issued for each sign structure. Sign and date the CERTIFICATION. Return the CERTIFICATION with the completed application to the District Outdoor Advertising Control Manager at the address indicated on the CERTIFICATION page.

Once a permit application has been received, reviewed and approved by the District Outdoor Advertising Control Manager, an invoice will be generated for the initial permitting fee.

The following Section letter and/or numbers refer to the same Section in the application:

A. APPLICANT:

The applicant and permittee must be the owner of the sign.

B. LAND OWNER:

The applicant must have permission of the land owner where the sign is to be located. In addition to the address of the proposed sign site, enter the tax parcel number. Submit a copy of the lease or other agreement, or a letter from the property owner stating their consent to use the property for the proposed sign.

C. Check the appropriate box to indicate application for a new sign or for information change.

NOTE:

1. If the OWNERSHIP of the SIGN is changed, the applicant shall submit a new application for each sign. The current owner must sign and attach Form RW-749, Information Change for Sign Owner.
2. If the LOCATION of the sign is to be changed, a completely new application is required; upon approval, a new permit will be issued. The location of a non-conforming sign cannot be changed.

3. If the DIMENSIONS of a sign are changed, a completely new application is required. The permit number will stay the same. A nonconforming sign may not be enlarged; however, the size may be reduced, and if reduced, it may not be enlarged later.
 4. Any change in OWNERSHIP of the LAND where the sign is located may be provided to PENNDOT on the annual application for renewal of permit, otherwise a "change of information" application is required.
- D. For a proposed sign site, the applicant must meet with PENNDOT at the site. For an existing sign, it is suggested that the applicant meet with PENNDOT at the site.
- E. LOCATION OF PROPOSED SIGN: Supply GPS coordinates, if available.
- E.4. Refer to Attachment #1, illustrations of highway marker signs.
- E.5. These distances are requested to assist in identifying the location. They need not be exact, and safety should not be compromised in order to provide them.
- E.6. & E.7. The sign must be erected on private property, and no part of the sign structure may encroach into the highway right-of-way. It is the sign owner's responsibility to ensure that no part of the sign structure encroaches on the right-of-way.
- The issuance of a sign permit does not constitute permission to erect a sign within the highway right-of-way, OR within areas designated slope (easement) areas on a right-of-way plan when inconsistent with transportation purposes, safety, or support of the highway. If the herein described sign is determined to encroach upon the right-of-way, the sign owner shall remove the encroachment at the owner's sole cost within 30 days of notification by PENNDOT of the encroachment.
- E.8. & E.9. The applicant is required to place a stake to mark the closest edge of the sign.
- E.10. If a sign message is visible from more than one controlled highway, the more restrictive requirements (if any) apply.
- E.11. & E.12. Permitted signs shall not be erected or maintained from limited access highways; access to sign must be only from private property. If a permitted sign is erected or maintained from a limited access highway, the permit is subject to revocation. A revoked permit shall require the removal of the sign, within 30 days after notice, at the cost of the owner.

E.13. If removal of vegetation is necessary prior to the erection of an outdoor advertising device, the outdoor advertising device application will be denied. Subsequent to the issuance of an outdoor advertising device permit, a permittee may apply to remove vegetation. For more information, see "Highway Vegetation Control Act," 36 P.S. § 2720.1 et.seq. See Form M-700.

F. PENNSYLVANIA BYWAY:

The General Assembly of Pennsylvania and some municipalities have designated certain highways as "Pennsylvania Byways". Such designation prohibits the erection of new off-premise outdoor advertising signs. Refer to the included list of Pennsylvania byways. (Attachment 6A)

G. ZONING:

G.1. & G.2. If the municipality is zoned, an off premise sign shall be erected only in a zoned commercial or industrial area which is defined as an area which is reserved for business, industry, commerce, trade or other business of any type or category pursuant to a State or local zoning law, ordinance, or regulation. Even though a municipality may allow a sign, by variance or otherwise, to be erected in an area not zoned commercial or industrial, PennDOT will not issue a sign permit. Applicant must provide a copy of the zoning ordinance, if applicable.

G.3. If the proposed sign site is located within an unzoned municipality, the sign site must be within 800 feet of a commercial or industrial activity measured along the same side of the highway. The activity must be within 660 feet measured perpendicularly from the edge of the highway right-of way line.

Definitions, Chapter 445.2:

Unzoned commercial or industrial area - An area which is not zoned by State or local law, regulation, or ordinance and on which there is located one or more commercial or industrial activities and the area along the highway extending outward 800 feet from and beyond the edge of such activity. Unzoned commercial and industrial areas shall not include land on the opposite side of the highway from said activities except that on two or three-lane non-controlled access highways the unzoned commercial or industrial area may be located on the opposite side of the highway from the commercial or industrial activity, if, in the opinion of the Secretary, the topographical conditions on the same side of the highway as the activity are such that it is not reasonably usable, and provided that the land on the opposite side of the highway has not been designated scenic by the Department. In no event shall such unzoned commercial or industrial area be located on both sides of the highway. All measurements shall be from

the outer edges of the regularly used building, parking lots, storage, or processing areas of the commercial or industrial activities, not from the property lines of the activities, and shall be along or parallel to the edge of the pavement of the highway.

Commercial or industrial activities - Those activities generally recognized as commercial or industrial by zoning law in the Commonwealth, except that none of the following activities shall be considered commercial or industrial:

- (i) Outdoor advertising signs.
- (ii) Agricultural, forestry, grazing, farming, and related activities, including, but not limited to, wayside fresh produce stands.
- (iii) Activities not visible from the main-traveled way.
- (iv) Activities conducted in a building principally used as a residence.
- (v) Railroad tracks and minor sidings.

G.4. The activity must be visible and generally recognizable to the traveling public as a commercial or industrial activity in order to establish an unzoned commercial or industrial area for the purpose of erecting a sign. Governmental facilities, recreational activities, utility substations, unmanned oil or gas pumping stations, etc., also will not establish an unzoned commercial or industrial area. The applicant is required to submit photographs of the commercial or industrial activity with the application.

H. SPACING:

H.1. The distance between off-premise advertising signs shall be the distance between the closest points of the two sign structures, and shall be measured along the nearest edge of the pavement between points directly opposite the signs along the same side of the traveled way, as follows:

The distance between two sign structures shall be determined by establishing two lines perpendicular to the center line of the controlled highway. Each line will project through the closest point of each sign structure. The distance between each perpendicular line, as measured along the nearest edge of pavement, will determine the distance between the two sign structures.

These spacing provisions shall not apply to sign structures separated by a building or other obstructions in such a manner that only one sign facing located within these spacing distances is visible from the highway at one time.

H.2. No sign permit shall be granted for an off-premise advertising sign, outside cities and boroughs, where the proposed sign location is adjacent to or within 500 feet of an interchange or safety rest area as measured from the

beginning or ending of pavement widening at any or all exits from or entrances to the main-traveled way on either side of the highway.

Refer to Attachment 2, the illustration for "interchange - rest area spacing."

I. INTERSTATE HIGHWAY:

I.1. A "COTTON AREA" is located along those portions of the interstate system constructed on right-of-way, any part of the width of which was acquired on or before July 1, 1956. The boundaries of a COTTON AREA are determined by drawing lines perpendicular to the centerline of the interstate highway extending 660 feet from the edges of the right-of-way of the interstate highway through those points where the outside edges of any right-of-way acquired on or before July 1, 1956, and the edges of right-of-way for the interstate highway intersect.

A right-of-way plan sheet is required to document a COTTON AREA which is created by the pre-July 1, 1956 right-of-way crossing the interstate highway, (refer to the illustration, Attachment 3). The placement of the proposed sign within the COTTON AREA must be shown. If the proposed COTTON AREA sign site cannot be clearly documented on the right-of-way plan sheet, the services of a registered land surveyor may be necessary to provide clear documentation.

The pre-July 1, 1956, right-of-way may have been acquired for a city street or township road or a state highway. However, a COTTON AREA shall not be established by railroad or utility right-of-way, private right-of-way, or "paper" streets.

The right-of-way for some Interstate Highways, and portions of others, was acquired before July 1, 1956. In such cases, all areas adjacent to such highways are "COTTON AREAS". For example, all portions of the Pennsylvania Turnpike designated 1-76, 1-276, and 1-476 are "COTTON AREAS".

Included herein is a list of Interstate Highways, (see Attachments 4A and 4B) with beginning and ending points that were constructed on pre-July 1, 1956 right-of-way. If the proposed sign site is located in any of these COTTON AREAS, a right-of-way plan sheet is not required and no further documentation is necessary.

I.2. "KERR AREA - Type 1"

Included herein (see Attachments 5A and 5B) is a list of cities, boroughs, towns and first class townships that will be accepted as a "KERR AREA - Type 1". The proposed sign site must be zoned commercial or industrial.

By checking "yes" on the application, the applicant certifies that the location is within the boundaries that existed on September 21, 1959. No other documentation is needed unless it becomes necessary to resolve a boundary question.

I.3. "KERR AREA - Type 2"

If the sign site is located in a second-class township, the sign site must have been zoned commercial or industrial continuously since September 21, 1959. Documentation is required.

J. LOCAL REGULATIONS:

In addition to the requirements of the state law, the Outdoor Advertising Control Act of 1971, Act No. 160, the applicant must comply with any other state law and any municipal or county regulations which apply to outdoor advertising signs. If there is a conflict between state law and local law, the more strict provisions will govern. A variance to local requirements is acceptable provided the proposed sign fully conforms to Act No. 160 and 67 Pa. Code, Chapter 445. Normally, PENNDOT will not issue a sign permit until after the local permit, if any, is issued. If this is in conflict with the local ordinance, PENNDOT will work with the municipality as appropriate.

If, after PENNDOT issues a sign permit, it is determined that the sign is in violation of other state law, or county or municipal regulations, the PENNDOT permit will be subject to revocation.

K. SIGN DETAILS:

Provide the information requested by K.1. through K.6. which best describes the proposed sign. A drawing to scale of the location and the sign are required by the regulations. 67 Pa. Code, Chapter 445.6(b)(2)(iii) and (iv).

- K.2. The maximum area for one sign face shall be 1200 square feet with a maximum height of 30 feet and maximum length of 60 feet, inclusive of any border and trim but excluding the base or apron, supports and other structural members. Signs which exceed 600 square feet in area may not be double-faced (abutting and facing the same direction).

Note: Refer to 67 Pa. Code, Chapter 445.4 for the criteria applicable to the erection and maintenance of off-premise signs.

L. ELECTRONIC MESSAGE BOARDS:

Issuance of a permit for a sign which includes a changeable message display area is contingent upon the applicant's agreement to conform to the conditions listed in the application.

M. CONDITIONS OF ACCEPTANCE OF APPLICATION AND ISSUANCE OF PERMIT:

This section provides important information. Upon approval, you will be notified to submit the required initial annual fee.

N. CERTIFICATION:

Sign and date this certification and mail the application to the address indicated.

O. PENNDOT REVIEW:

This section is used by PENNDOT to process the application to grant or deny the permit, or return the application as incomplete.

A returned incomplete application shall not "hold" a sign location. A resubmitted application is given a new "received" date for review and processing purposes. In the event of two or more applications which would conflict with the applicable spacing provisions, the application that is received first and which fully documents compliance with Act No. 160 and 67 Pa. Code, Chapter 445, will be approved for a permit.



Mile Marker found on Interstate Highways



State Route 1014 Segment 110 Marker



Intersection Marker State Route 322 Left Segment 220 Segment 230 Right



North Bound S.R. 83



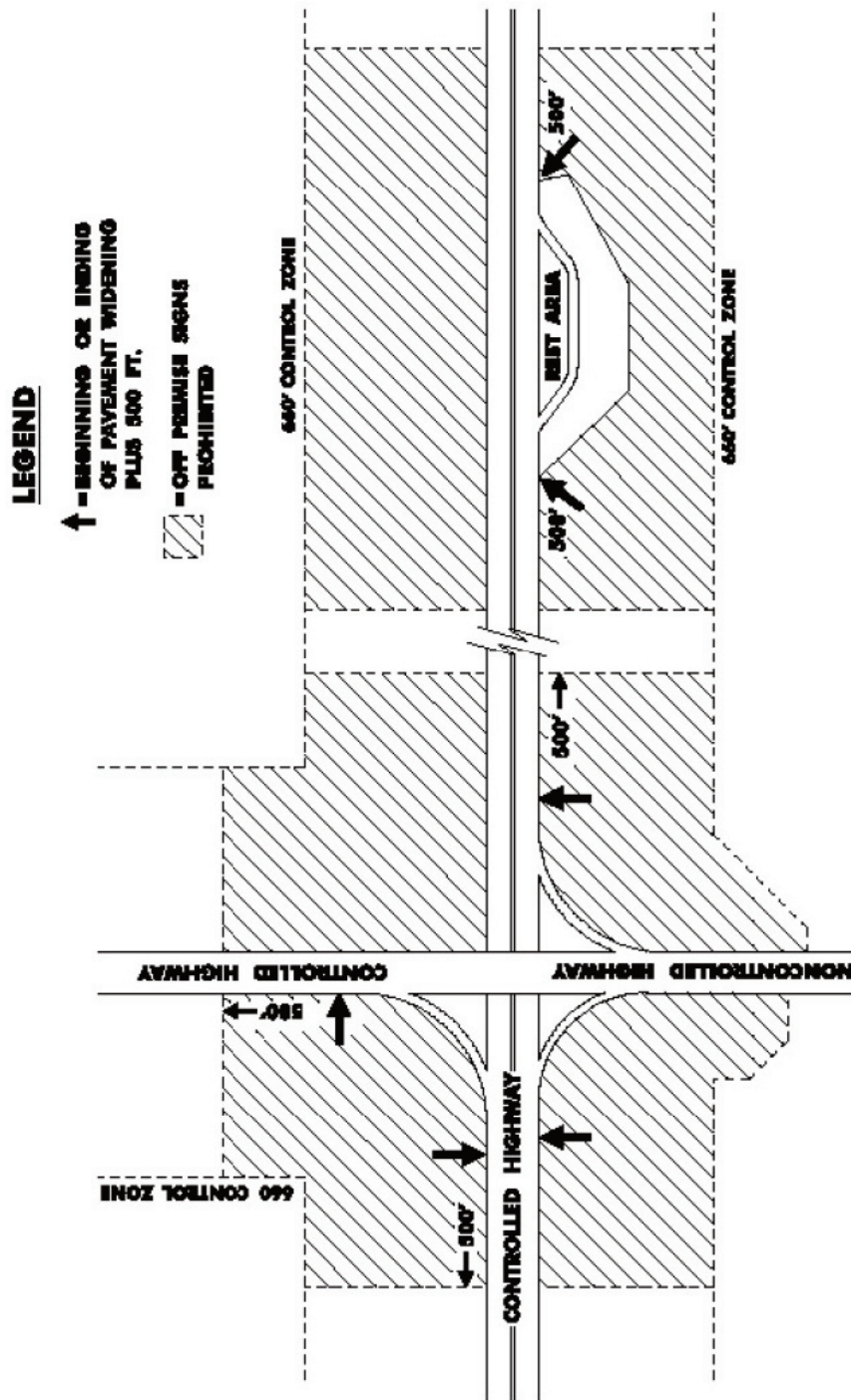
South Bound S.R. 15



East Bound S.R. 16

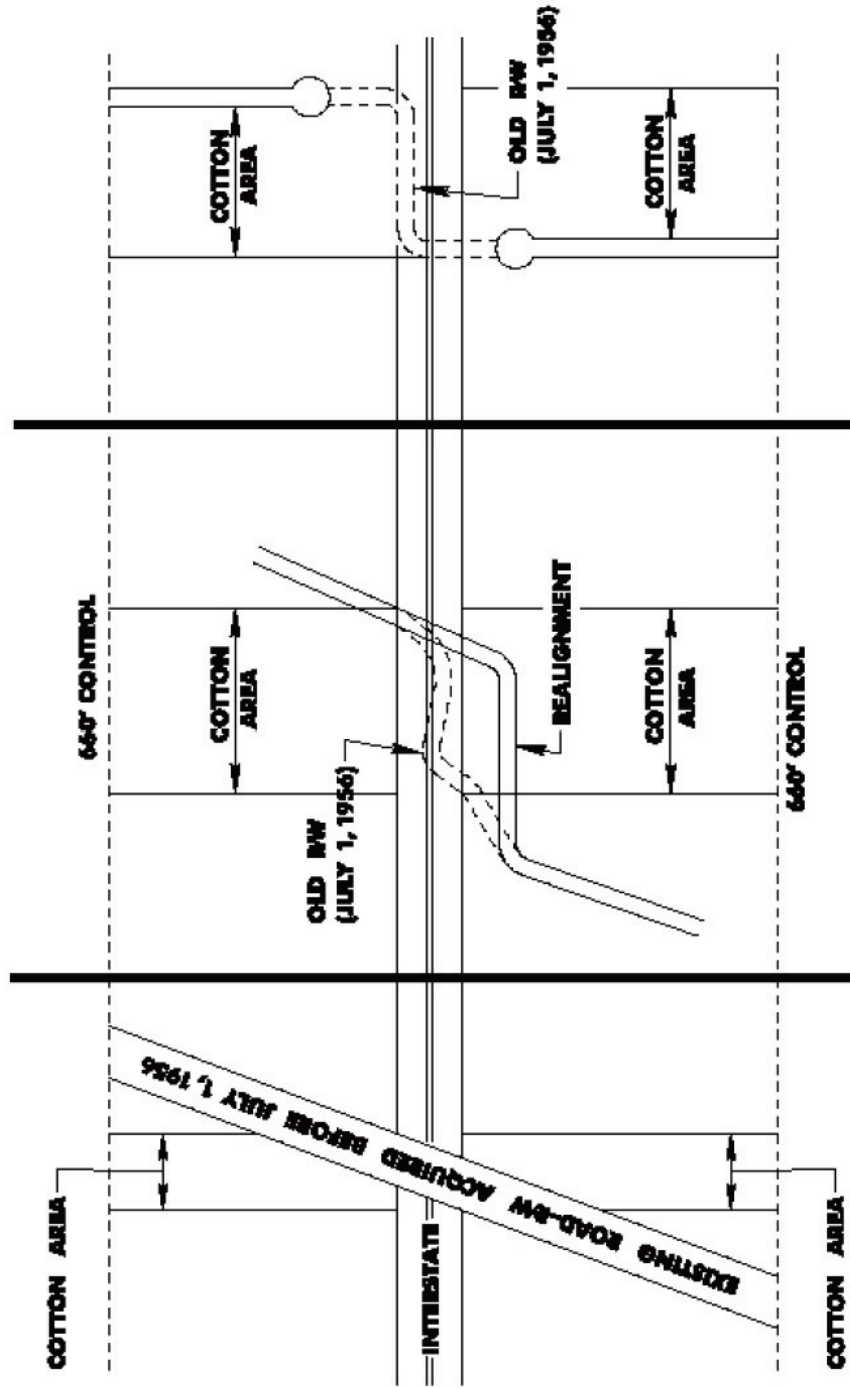


West Bound S.R. 22



INTERCHANGE - REST AREA SPACING
OUTSIDE CITIES AND BOROUGHS

RW-745I, ATTACHMENT 2



COTTON AREAS

COTTON AREAS WHICH ARE LOCATED IN ZONED OR UNZONED COMMERCIAL OR INDUSTRIAL AREAS ARE AVAILABLE FOR OFF-PREMISE SIGNS, SUBJECT TO SIZE, SPACING AND LIGHTING REQUIREMENTS.

RW-745I, ATTACHMENT 3

**ACT NO. 160 OF 1971 CONTROL OF OUTDOOR ADVERTISING
DEVICES COTTON AREAS**

DISTRICT COUNTY	INTERSTATE	BEGIN SEGMENT	END SEGMENT
4-0 District 4-0	0476	PA TURNPIKE	PA TURNPIKE
5-0 BERKS	0078	0110 SR 78 & SR 645 INTERCHANGE MILEPOST 011	0435 2 MILES EAST OF SR 78 & SR 737 INTERCHANGE MILEPOST 043
LEHIGH	0078	0436 1/2 MILE WEST OF OVERPASS T-501 MILEPOST 044	0501 1/4 MILE WEST OF SR 8004 (RAMP B) MILEPOST 050
District 5-0	0476	PA TURNPIKE	PA TURNPIKE
6-0 District 6-0	0076	PA TURNPIKE	PA TURNPIKE
District 6-0	0276	PA TURNPIKE	PA TURNPIKE
District 6-0	0476	PA TURNPIKE	PA TURNPIKE
8-0 District 8-0	0076	PA TURNPIKE	PA TURNPIKE
CUMBERLAND	0083	0396	0417
YORK	0083	0284 BEGIN US 30 NORTH TO	0391 YORK COUNTY LINE

DISTRICT COUNTY	INTERSTATE	BEGIN SEGMENT	END SEGMENT
9-0 FULTON	0070	1516 BEGIN IN BRUSH CREEK 2190' EAST OF CRYSTAL SPRING EXIT AT BRIDGE OVER BARTON RUN	1626 END IN UNION TOWNSHIP 2755' WEST OF THE AMARANTH EXIT
District 9 0	0076	PA TURNPIKE	PA TURNPIKE
10-0 District 10-0	0076	PA TURNPIKE	PA TURNPIKE
11-0 District 11-0	0076	PA TURNPIKE	PA TURNPIKE
12-0 District 12-0	0076	PA TURNPIKE	PA TURNPIKE
WASHINGTON	0070	0244 SR 519 INTERCHANGE	400 BELLE VERNON BRIDGE WASHINGTON SIDE
WESTMORELAND	0070	404 BELLE VERNON BRIDGE WESTMORELAND SIDE	514 3/4 MILE EAST OF SR 31 INTERCHANGE

**ACT NO. 160 of 1971 CONTROL OF OUTDOOR ADVERTISING DEVICES
KERR AREAS - TYPE 1**

DISTRICT	INTERSTATE	COUNTY	MUNICIPALITY	TYPE
1-0	0079	Erie	Erie	City
	0080	Venango	Clintonville	Borough
	0090	Erie	Platea	Borough
3-0	0080	Columbia	Bloomsburg	Town
	0180	Lycoming	Williamsport	City
			Montoursville	Borough
4-0	0080	Luzerne	White Haven	Borough
		Lackawanna	Scranton	City
	Throop		Borough	
	Dunmore		Borough	
	Moosic		Borough	
	Luzerne		West Hazelton	Borough
			Ashley	Borough
			Lafin	Borough
		Dupont	Borough	
	0081	Susquehanna	Avoca	Borough
			Duryea	Borough
			New Milford	Borough
	0084	Lackawanna	Great Bend	Borough
			Dunmore	Borough
		Pike	Matamoras	Borough
Lackawanna			Moscow	Borough
5-0	0078	Berks	Hamburg	Borough
		Lehigh	Allentown	City
	0080	Carbon	East Side	Borough
		Monroe	Delaware Water Gap	Borough
			East Stroudsburg	Borough
			Stroudsburg	Borough
6-0	0176	Montgomery	West Conshohocken	Borough
		Delaware	Chester	City
	Upland		Borough	
	Ridley Park		Borough	
	0476	Delaware	Ridley Park	Borough
			West Conshohocken	Borough
	0095	Philadelphia	Philadelphia	City
8-0	0081	Cumberland	Carlisle	Borough
		Dauphin	Harrisburg	City
	0083	Cumberland	New Cumberland	Borough
			Lemoyne	Borough
		Dauphin	Harrisburg	City
	York	North York	Borough	

**ACT NO. 160 of 1971 CONTROL OF OUTDOOR ADVERTISING DEVICES
KERR AREAS - TYPE 1**

DISTRICT	INTERSTATE	COUNTY	MUNICIPALITY	TYPE
11-0	0079	Allegheny	Bridgeville	Borough
			Glenfield	Borough
			Sewickley Hills	Borough
	0279	Allegheny	Rossllyn Farms	Borough
			Carnegie	Borough
			Greentree	Borough
			Swissvale	Borough
			Edgewood	Borough
	0376	Allegheny	Braddock Hills	Borough
			Wilkinsburg	Borough
			Churchill	Borough
			Monroeville	Borough
12-0	0070	Washington	Washington	City
			West Alexander	Borough
			Claysville	Borough
			Bentleyville	Borough
			Speers	Borough
			Twilight	Borough
	0079	Westmoreland	North Belle Vernon	Borough
		Washington	Cannonsburg	Borough

THE BELOW LISTED BOROUGH (OR PORTION TRAVERSED BY AN INTERSTATE HIGHWAY) WERE SECOND CLASS TOWNSHIPS IN 1959 AND, THEREFORE, DO NOT QUALIFY AS "KERR AREA TYPE 1".

INTERSTATE	COUNTY	BOROUGH
0070	WESTMORELAND	NEW STANTON - 2nd CLASS TWP 1959
0079 & 0279	ALLEGHENY	FRANKLIN PARK - 2nd CLASS TWP 1959
0080	VENANGO	BARKEYSVILLE - 2nd CLASS TWP 1959
0080	JEFFERSON	BROOKVILLE - 2nd CLASS TWP IN 1959
0081	FRANKLIN	CHAMBERSBURG - 2nd CLASS TWP IN 1959

PENNSYLVANIA SCENIC BYWAYS

1. District 1-0 Great Lakes Seaway Trail – Erie County
2. District 1-0 Lake Wilhelm – Mercer County
3. District 1-0 Crawford Lakelands – Crawford County
4. District 2-0 Kinzua – McKean County
5. District 2-0 High Plateau – Clinton and Centre Counties
6. District 2-0 Bucktail Trail – Clinton, Cameron and Elk Counties
7. District 2-0 West Branch Susquehanna River – Clearfield County
8. District 4-0 Governor Robert P. Casey – Lackawanna County
9. District 4-0 Gateway to the Endless Mountains – Wyoming County
10. District 4-0 Viaduct Valley Way – Susquehanna and Wyoming Counties
11. District 5-0 Delaware River Valley – Northampton County
12. District 6-0 Blue Route – Montgomery and Delaware Counties
13. District 6-0 Exton Pass – Chester County
14. District 6-0 Brandywine Scenic Valley – Chester County
15. District 6-0 U.S. Route 202 Parkway – Montgomery and Bucks Counties
16. District 8-0 Lebanon Cornwall – Lebanon County
17. District 8-0 Journey Through Hallowed Ground – Adams County
18. District 9-0 Somerset County; District 12-0 Fayette and Washington Counties
– National Road
19. District 12-0 Grandview – Westmoreland and Fayette Counties

For full description of each Scenic Byway, see:

<https://www.dot.state.pa.us/public/PubsForms/Forms/RW-745ISB.pdf>