Refer to OMPC Form 113 (attached) for a summary of Zoning Ordinance Article 9 Sign Regulations. **Sign permits and fees** are required only for (1) off-premises signs, (2) portable signs greater than 10 SF in area, (3) permanent on-premises signs that are electrical and/or greater than 10 SF in area. **Use this form** to apply for up to THREE (3) separate signs on the same property.

<table>
<thead>
<tr>
<th>Subject Property</th>
<th>Owner</th>
<th>Contractor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>Name, Address, Phone</td>
<td>Name, Address, Phone, UL Member #</td>
</tr>
</tbody>
</table>

- **Inside Owensboro City Limits?**  
  - Yes  
  - No

- **Zone**

<table>
<thead>
<tr>
<th>Sign 1</th>
<th>Sign 2</th>
<th>Sign 3</th>
</tr>
</thead>
</table>
| **TYPE OF SIGN (check one):**  
ON-PREMISES SIGN:  
- Business, Farm, or Institution  
- Place (subdivision, apt. complex)  
- Portable  
OFF-PREMISES SIGN:  
- Billboard  
- Bus Shelter  
- Church or Civic Club  
| **PLACEMENT (check one):**  
Yard (freestanding pole, monument)  
Building wall  
Building roof  
Building canopy, marquee, awning  
| Dimensions
Materials  
Illumination:  
- Not  
- Direct  
- Indirect  
Sign Tag UL #
Electronic changeable copy (message board) included?  
- Yes  
- No  
Sign Height (feet)  
Sign Area (sq ft)  
Sign will read  
SIGN COST $  
PERMIT FEE $  
(Shaded block for office use)  
**TOTAL FEE $**  

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Electronic changeable copy (message board) included?  
- Yes  
- No  
Sign Height (feet)  
Sign Area (sq ft)  
Sign will read  
SIGN COST $  
PERMIT FEE $  
(Shaded block for office use)  
**TOTAL FEE $**  

**Applicant’s Certification**

I hereby certify that I am the owner or the owner’s agent of the subject property and to the best of my knowledge all information hereon and attached is true and accurate. I agree to abide by the effective editions of the Kentucky Building Code, National Electrical Code, Zoning Ordinance, and all conditions on approved plans and permits.

**Requirements and Conditions**

- Attach plat or survey of subject property, and site plan drawing.
- Attach sign drawings. Signs over 30’ in height shall require engineered, stamped drawings.
- For billboards, submit survey of distances between existing and proposed billboards; and submit evidence of contract for property lease.
- Electrical permits also shall be required for electrical or illuminated signs and shall be issued only to properly licensed electrical contractors.
- Call Kentucky Underground Protection Inc. two (2) working days before you dig (1-800-752-6007).

**Email applications to** logsdonja@owensboro.org, condertn@owensboro.org & warrenmv@owensboro.org

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