

## Frequently Asked Questions- Service Club and Religious Signs

Does a service club or religious sign have to meet spacing or location requirements?

- If the size of the sign face is less than or equal to thirty-two (32) square feet, the sign does not have to meet spacing or location requirements.
- If the size of the sign face is greater than thirty-two (32) square feet and less than or equal to eight hundred (800) square feet, the sign is required to meet spacing and location requirements.

What is the fee to permit a service club or religious sign?

- If the size of the sign face is less than or equal to seventy-six (76) square feet, there is no application fee or biennial renewal fee.
- If the size of the sign face is greater than seventy-six (76) square feet and less than or equal to eight hundred (800) square feet, there is an application fee of \$200.00 and a biennial renewal fee of \$100.00.

Can a single structure contain more than one display or emblem?

Any number of displays or emblems may be secured to a single structure. Each display or emblem shall not exceed 8 square feet in area. For a multiple emblem sign to be considered fee exempt, the total outdoor advertising display area on each side must be less than seventy-six (76) square feet.

How do I apply for a Service Club or Religious Sign?

Click [here](#) to print an application.

Please type or print in blue or black ink LEGIBLY. Make sure the application is completed in its entirety and the back of the application is signed and notarized. To avoid having your application returned, please make sure you submit all requested documentation listed at the bottom of the application and follow all instructions.

How long is a permit valid?

In the case of a new permit, the permit holder will have two (2) years to erect the sign. Thereafter, permits are renewed every two (2) years.

Is there an appeal process should my application be denied?

Should your application for an outdoor advertising permit be denied, you have the right to appeal the decision by requesting a hearing in writing within twenty (20) business days of receiving your denial letter.