Billboard Relocation/Conversion

Date

- All application fees are non-refundable
- All credit card transactions include a 2% convenience fee
- Permits and approved plans must be posted on site as failure to post may result in re-inspection fee
- City will call when permit is ready for pickup
- Application must be completed in its entirety prior to submittal

Job address

- Movement of sign due to IH 35E construction
- Conversion to digital
- Owner
- Contractor

Contact name (responsible for this project) Phone

Billboard Contractor
(contact person) Carrollton ID#

Company name Expiration

Company address Phone

Electrical Contractor
(contact person) Carrollton ID#

Company name Expiration

Company address Phone

Are there any existing monument, pylon or pole signs on property? Yes ☐ No ☐ (If yes, review check list below)

<table>
<thead>
<tr>
<th>Static billboard sign</th>
<th>Digital billboard sign</th>
</tr>
</thead>
<tbody>
<tr>
<td>Height above traffic lanes</td>
<td></td>
</tr>
<tr>
<td>Overall structure height from grade</td>
<td></td>
</tr>
<tr>
<td>Sign face height/width</td>
<td></td>
</tr>
<tr>
<td>Sign face area sf</td>
<td></td>
</tr>
<tr>
<td>Setback from row</td>
<td></td>
</tr>
<tr>
<td>Setback from structure</td>
<td></td>
</tr>
<tr>
<td>Setback from property line</td>
<td></td>
</tr>
<tr>
<td>Separation distance from other billboard signs</td>
<td></td>
</tr>
</tbody>
</table>

For each digital sign face that is erected three static full billboard sign faces must be removed

Billboard # 1 location Existing license #

Billboard # 2 location Existing license #

Billboard # 3 location Existing license #

By signing below, I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any state or local law regulating construction or the performance of construction. The issuance of any permit neither exempts nor modifies any covenants, deed restrictions, city ordinances and/or state or federal laws, whether herein specified or not.

To have the City mail the permit and plans, please provide a correctly-sized, stamped, self-addressed envelope.

Check for additional checklist information on reverse side of application

Name Signature

Phone Email
Requirements checklist

1. Static billboards that are relocated/reconstructed due to the widening of IH 35E shall be limited to a sign with the same physical characteristics as the original sign with no changes in area or other physical attributes.

2. Relocated billboards must comply with title 43 Texas Administrative Code Chapter 21, as amended.


4. Digital billboards must fully comply with the size, height, spacing and other restrictions as stated in Ordinance #3512 and outlined in Section 151.82 of the current sign code.

5. Billboard sign support structures must be built to comply with the adopted building code of the City of Carrollton.

Documents for submittal

- Billboard relocation/conversion permit application
- 2 copies of sign design plans
- 2 copies of engineered plans for support structure
- 2 copies of site plan showing the proposed sign in relation to the property lines and any building, fence or other structure on the property. All setbacks shall be stated from structures & property lines. Information shall also be printed exhibiting separation distance from other billboards, whether static or digital. Site plan shall be engineer certified.
- 2 copies of an affidavit from the property owner authorizing erection of the sign, or an executed lease agreement.
- All submitted documents shall state the address of the sign.

This section office use only