



CITY OF OAK GROVE

SIGN PERMIT APPLICATION

Applicant's Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Mobile Number: \_\_\_\_\_ e-mail: \_\_\_\_\_

Sign Contractor: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Sign Text: \_\_\_\_\_

Sign Location: \_\_\_\_\_

Lot Fronts on What Street(s): \_\_\_\_\_

Lot Information:  Interior  Corner Zoning: \_\_\_\_\_  Attach a Site Plan

New Sign:  Yes  No Sign Replacement:  Yes  No One or Two Face: \_\_\_\_\_

Square Footage: \_\_\_\_\_ Cost of Sign: \_\_\_\_\_ Height of Sign (not to exceed 50'): \_\_\_\_\_

Sign Type: \_\_\_\_\_

Will Sign be Illuminated or LED?  Yes  No If yes, provide specifications and drawings/photos with application. (Signs must comply with lighting standards as required by Oak Grove Zoning Ord. 2007-18.)

Are There any existing Signs on the Property?  Yes  No Type: \_\_\_\_\_

Is any Part of the Property in a Flood Plain?  Yes  No

Does the Structure Obstruct a Natural Drainage?  Yes  No

Have all Utility and Drainage Easements on the Property been designated on the Site Plan?  Yes  No

Will the Sign be placed in any Utility or Drainage Easement?  Yes  No

Set Back of Right-of-Way or Property Line: \_\_\_\_\_

Front Yard: \_\_\_\_\_ Rear Yard: \_\_\_\_\_ Left Yard: \_\_\_\_\_ Right Yard: \_\_\_\_\_

(Ref. Oak Grove Ordinance 1991-4, Section 8.6B for landscape requirements)

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**CITY OF OAK GROVE  
ORDINANCE NO. 1995-8**

**AN ORDINANCE OF THE CITY OF OAK GROVE, KENTUCKY,  
AMENDING ORDINANCE 1991-4 ARTICLE VIII SECTION 8.8B  
BILLBOARDS - COMMERCIAL/INDUSTRIAL  
AMENDING SECTION §150.04(A) (1)  
FEES FOR PERMANENT SIGNS AND  
AMENDING SECTION §110.18 BUSINESS LICENSE TAX  
FOR OUTDOOR ADVERTISING**

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF OAK GROVE, KENTUCKY:**

That Ordinance 1991-4 Article VIII Section 8.8B be amended to read as follows:

Billboards are allowed only in commercial and industrial zones only by a ~~Conditional Use Permit~~ use by Right Permit granted by the ~~Board of Zoning Adjustment~~ Oak Grove office of the Hopkinsville - Christian County Planning Commission and subject to the standards listed.

The billboard will be considered a sign or ~~portable~~ advertising device ~~for the purpose of this Ordinance~~ intended to attract the attention of operators of motor vehicles or its passengers on the highways and roadways and shall include a structure erected or used in connection with the display of any device and all lighting or other attachments used in connection therewith.

The size of the billboard shall not exceed ~~500~~ the state maximum size. The height of the billboard shall not exceed sixty (60) feet.

A. No billboard ~~will~~ shall be closer than five hundred (500) feet to another billboard.

B. No billboard ~~will~~ shall be closer than five hundred (500) feet to a residential zone.

~~C. No billboard will be placed within the flight path of any airfield.~~

D. Minimum height of a billboard shall be twenty five (25) feet measured from ground elevation to the bottom of the sign.

E. All billboards shall be constructed with one metal fabricated pole and frame. No wood timbers, utility poles, etc. shall be allowed as part of construction.

F. All billboards erected under this Ordinance shall be maintained by the person or company owning the billboard. If it is determined that the billboard constitutes a public nuisance, health hazard, safety threat, or otherwise becomes dilapidated, the billboard may be torn down by the City with the cost being assessed against the owner. The appropriate notice will be sent to the owner in time to request a public hearing before the City Council before any action is taken.

## SECTION TWO

That Section §150.04(A)(1) of the Code of Ordinances of Fees for Permanent Signs be amended to read as follows:

### §150.04 BUILDING PERMITS; WHERE OBTAINED; FEES.

(A) Building permits are to be obtained from the Oak Grove office of the Hopkinsville - Christian County Planning Commission. There shall be a fee collected by the Commission for all building permits issued, based as follows:

Permanent Signs . . . . .	<del>\$25.00</del>	<u>\$75.00</u>
Plus \$1.00 per Square Foot		

## SECTION THREE

That Section §110.18 of the Code of Ordinance Business License Tax for Outdoor Advertising be amended to read as follows:

### §110.18 LICENSE FEE SCHEDULE.

Annual license taxes shall be payable in accordance with the schedule below prescribed for each tax payer in other sections of this chapter in accordance with classifications by gross receipts as follows: (See Schedule of Taxes at the end of this section). The following license fee for the classifications and activities hereinafter numerated shall be paid and calculated in accordance with the schedules herein provided.

"0"

OUTDOOR ADVERTISING. Each person or business engaging in the business of outdoor advertising by posting bills, billboards, or painted displays or other means of advertising products or services out of doors shall pay under Schedule B, with a minimum of \$75.00 an annual license fee of \$75.00 per billboard payable at the beginning of each fiscal year.

**SECTION FOUR**

Any and all existing ordinances inconsistent with this ordinance are hereby repealed.

This ordinance shall take effect after its passage and upon publication.

Enacted this 27<sup>th</sup> day of September, 1995.

**ATTEST:**

**APPROVED:**

*Shirley M. Kinney*  
SHIRLEY M. KINNEY, CITY CLERK

*Bobby G. Mace*  
BOBBY G. MACE, MAYOR

**PUBLISHED:** In full in the Kentucky New Era, the \_\_\_ day of \_\_\_\_\_, 1995.

**CITY OF OAK GROVE  
ORDINANCE NO. 2000-10**

**AN ORDINANCE OF THE CITY OF OAK GROVE, KENTUCKY AMENDING  
ORDINANCE NO. 1995-08**

WHEREAS, Ordinance No. 1995-08, in amending Ordinance No. 1991-4, provided that no billboard located within the City could be placed within five-hundred (500) feet of another billboard;

WHEREAS, the City Council believes that it is in the best interests of the City, its residents, and its businesses to extend the geographical limit between billboards;

WHEREAS, the aforementioned Ordinance No. 1995-08, in amending Section 110.18 of the Code of Ordinances, also provided that each person who engaged in the business or advertising of business by posting billboards must pay an annual license fee of seventy-five dollars (\$75.00);

WHEREAS, the City Council believes that it is in the best interests of the City, its residents, and its businesses to increase this annual fee, so as to provide the City with additional funds to provide accurate services to these businesses, and consequently, their customers;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF OAK GROVE, KENTUCKY:

**SECTION I**

City of Oak Grove Ordinance No. 1995-08, Article VIII, Section 8.8(B) shall be amended to read as follows:

(A) No billboard shall be closer than ~~five-hundred (500)~~ one-thousand, two-hundred (1,200) feet to another billboard.

**SECTION II**

Section 110.18, Paragraph "O" (p. 24) of the Code of Ordinances, which sets forth the Business License Tax for Outdoor Advertising, be amended to read as follows:

**OUTDOOR ADVERTISING.** Each person or business engaging in the business of outdoor advertising by posting bills, billboards, or painted displays shall pay under Schedule B an annual license fee of ~~\$75~~ five-hundred dollars (\$500.00) per billboard payable at the beginning of each fiscal year.


**SECTION III**

Any and all existing ordinances inconsistent with this ordinance are hereby repealed.

Approved on First Reading this 16<sup>th</sup> day of May, 2000.


Approved on Second Reading this 6<sup>th</sup> day of June, 2000.

APPROVED:

  
JEAN LEAVELL, MAYOR

June 6 2000  
DATE

ATTEST:

  
KERRY MOLINE, CITY CLERK

PREPARED BY:

\_\_\_\_\_  
JASON ERVIN HOLLAND  
Oak Grove City Attorney  
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## **B. SIGNS AND PORTABLE ADVERTISING DEVICES**

### **8.0B SIGNS AND PORTABLE ADVERTISING DEVICES PERMITTED**

Signs and outdoor advertising devices shall be permitted in districts subject to the provisions and regulations contained herein.

#### Definitions:

- a. **Sign** – Any advertising display affixed to land or improvements thereof, where it is located and which may be either illuminated or non-illuminated, except where illumination is otherwise specifically prohibited in this Ordinance.
- b. **Outdoor Advertising Device** – Any advertising device, whether affixed to land or improvements thereof and which is not an accessory use or structure to the premises upon which it is located and which may be either illuminated or non-illuminated, except where illumination is otherwise specifically prohibited in this Ordinance.
- c. **Directional Sign** – A sign conveying directions to a premises. Directional signs shall not exceed ten (10) square feet in area or four (4) feet in height measured from the ground elevation to the top of the sign. The sign may be either illuminated or non-illuminated, except where illumination is otherwise specifically prohibited in this Ordinance.
- d. **Residential Sign** – A residential sign is a sign other than a sign granted by the Board of Zoning Adjustment (BZA) and is considered to be a sign erected for the identification of a permanent multi-family residential complex or a residential subdivision. There shall be only one (1) sign permitted for each aforementioned use and shall not exceed twelve (12) feet in area or twelve (12) feet in height measured from the ground elevation to the top of the sign. The sign can be illuminated but non-flashing.
- e. **Special Event Sign** – Special event signs are temporary signs allowed to be placed on a premise for not more than thirty (30) days. No special event sign shall be placed on a given premise for more than sixty (60) days in a given year. An establishment is limited to two (2) special event sign permits per year.
- f. **Wall sign** – Wall signs shall be permitted in commercial and industrial zones but shall not exceed forty (40) percent of the façade/ wall the sign is attached to.

### 8.1B PERMIT REQUIRED

A building/ zoning permit shall be required for all signs, outdoor advertising devices, special event signs, residential signs, directional signs and wall signs to assure proper placement, erection and securing.

### 8.2B LOCATION

- a. Signs – No sign shall be erected or placed neared to any street right-of-way upon which said sign faces than the building lines provided in zones where the use is permitted, except one (1) sign advertising the primary nature of the business or industry conducted on the premises may be placed not closer than ten (10) feet to the street right-of-way line, but in no case to be permitted to obstruct the view of traffic.
- b. Outdoor Advertising Devices -- Outdoor advertising devices shall only be permitted in commercial or industrial zones. All outdoor advertising devices shall be placed not closer than ten (10) feet from any street right-of-way line upon which said device faces.
- c. Directional Sign – Directional signs shall be permitted in commercial and industrial zones only. Such signs shall not be placed closer than ten (10) feet to any street right-of-way line nor shall it be permitted to obstruct the flow of view of traffic.
- d. Special Event Sign – Special event signs shall be limited to commercial and industrial zones. Such signs shall not be placed any closer than ten (10) feet to any street right-of-way line nor shall it be permitted to obstruct the flow or view of traffic.
- e. Residential Sign – A residential sign shall be used for permanent identification for multi-family dwellings or for permanent identification of residential subdivisions. Such signs shall not be placed closer than ten (10) feet to any street right-of-way line nor shall it be permitted to obstruct the flow or view of traffic.
- f. Wall Sign – Wall signs shall be permitted in commercial and industrial zones but shall not exceed forty (40) percent of the façade/ wall the sign is attached to. No wall sign shall protrude outward from the wall from which it is attached by more than eight (8) inches.

### 8.3B SIGNAGE LIMIT

- a. There shall be one (1) sign and one (1) outdoor advertising device allowed per lot.



- b. Where there is a corner lot in a commercial or industrial zone, two (2) free standing signs can be erected, one (1) each facing the respected street on which the lots fronts. The sign location requirements must be met and the signs shall be no closer than thirty (30) feet to one another.

#### 8.4B SIZE – COMMERCIAL/ INDUSTRIAL

A sign shall not exceed 400 square feet in any allowable zone, unless otherwise provided for by this Ordinance.

An outdoor advertising device shall not exceed 150 square feet in any allowable zone.

A special event sign shall not exceed sixty (60) square feet in any allowable zone.

#### 8.5B LIGHTING

Any type of sign which involve lighting or motion resembling traffic or directional signals, warnings (such as “stop” or “danger”) or any other signal signs which are normally associated with highway safety or regulations are prohibited. Additionally, no type of sign constituting a nuisance because of light, glare, focus, animation, flashing or any illuminated signs of such intensity as to unduly disturb the use of residential property or vehicular traffic shall be erected or continue in operation.

#### 8.6B MAINTENANCE AND LANDSCAPING

Any type of sign shall be maintained. Such maintenance shall include proper alignment of structure, continued readability of the structure and preservation of the structure with paint or other preservatives.

Landscaping shall be located around the base of free-standing signs. The landscaping shall be ornamental in nature with shrubs, flowers and other ornamental plant materials. Sign landscaping is not required for free-standing signs permitted before the adoption of this ordinance. The amount of landscape area required shall be one square foot of landscape area per one square foot of sign area. At least 50 percent (50%) of the required landscaped area shall be planted with trees and/or shrubs.

#### 8.7B HEIGHT – COMMERCIAL/ INDUSTRIAL

The height of any sign or portable advertising device shall not exceed the height of fifty (50) feet for any sign or portable advertising device in a commercial or industrial zone.

#### 8.8B BILLBOARDS -- COMMERCIAL/ INDUSTRIAL

Billboards are allowed by right only in commercial and industrial zones and subject to the standards listed.

The billboard will be considered a sign or advertising device intended to attract the attention of operators of motor vehicles or their passengers on highways and roadways and shall include a structure erected or used in connection with the display of any device and all lighting or other attachments used in connection therewith.

The size of the billboard shall not exceed shall not exceed the state maximum size. The height of the billboard shall not exceed sixty (60) feet.

- a. No billboard shall be closer than one thousand two hundred (1,200) feet to another billboard.
- b. No billboard shall be closer than 500 feet to a residential zone.
- c. The minimum height of a billboard shall be twenty-five (25) feet measured from ground elevation to the bottom of the sign.
- d. All billboards shall be constructed with one metal fabricated pole and frame. No wood timbers, utility poles, etc., shall be allowed as part of construction.
- e. All billboards erected under this Ordinance shall be maintained by the person or company owning the billboard. If it is determined that the billboard constitutes a public nuisance, health hazard, safety threat or otherwise becomes dilapidated, the billboard may be torn down by the City with the cost being assessed against the owner. The appropriate notice will be sent to the owner in time to request a public hearing before the City Council before any action is taken.

#### 8.9B PORTABLE SIGNS

Portable billboards shall include, but not be limited to, any sign not permanently attached to the ground or other permanent structure or a sign designed to be transported, including, but not limited to, signs assigned to be transported by a means of wheels, signs converted to A or T frames, menu and sandwich board signs, balloons used as signs, umbrellas used for advertising, any type of temporary banners, and signs attached to or painted in vehicles parked and visible from the public right-of-way unless said vehicle is used in the normal day-to-day operations of the business or unless the vehicle displays a non-commercial message.

- a. Portable signs are prohibited in all areas except the following cases:
  1. Temporary signs not exceeding thirty-two (32) square feet in area are allowed to advertise drives or events of civic, philanthropic, educational or religious organizations, provided that said signs are posted only during said drive or not more than thirty (30) days before said event and are removed no more than five (5) days after an event.

2. Signs not exceeding thirty-four (34) square feet in area and containing commercial messages are allowed on private property only upon the issuance of a temporary sign permit, which shall authorize the use of such sign for a specified thirty (30) day period. Once such permit shall be issued to the same business license holder on the same lot once each calendar quarter. The fee for a temporary permit shall be established by the building inspector. Such signs shall not be considered billboards, outdoor advertising devices or off-premises advertising devices.
3. Temporary signs shall not be erected or otherwise fixed to any pole, tree, stone, fence, building or structure or any object within the right-of-way of any street. No temporary sign shall be erected at the intersection of any street in such a manner as to obstruct vision or be confused with any authorized traffic sign, signal, or device. All said signs shall be erected in accordance with provisions of the City of Oak Grove zoning regulations.
4. Except as otherwise provided in this section, all temporary signs are prohibited after a period of thirty (30) days from the effective date of this subsection.