

BILLBOARD REVIEW APPLICATION

FEE: \$25.00 per sign (cash/card/check – make check payable to ACC)

After approval of this form, a Sign Permit is required from the Building Inspections Department prior to installation of the billboard

BILLBOARD ADDRESS: _____ BILLBOARD OWNER: _____ Applicant: _____ Address: _____ Phone #: _____ Email: _____ Property Owner (if different from billboard owner): _____ Mailing Address: _____	For Staff Use: PLAN #: BB - _____ - _____ - _____ Building/Suite #: _____ Contact Person: _____ Business Phone #: _____ Business Email: _____
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Please provide the following information for the proposed billboard at the above listed address:

- An image or drawing of the proposed billboard, including the entire structure and dimensions
- The number of all existing billboard structures and faces within a linear mile of the proposed billboard location directly fronting or within 400 feet of the same street
- A professionally sealed property survey with the following information:

<input type="checkbox"/> property boundary lines	<input type="checkbox"/> distance between proposed billboard and lot lines
<input type="checkbox"/> proposed billboard location	<input type="checkbox"/> utility and access easements
<input type="checkbox"/> location of parking & drives	<input type="checkbox"/> protected environmental areas
<input type="checkbox"/> all roads adjacent to the property	<input type="checkbox"/> trees to be removed
<input type="checkbox"/> all existing structures	<input type="checkbox"/> topographic elevations at street and billboard location

Each Face	Status (existing/proposed)	Size in Square Feet (width x height)	Height in Feet (if freestanding)
1			
2			
3			
4			

The Unified Government of Athens-Clarke County is a public entity subject to Georgia's Open Records laws. All submitted applications and associated plans and documents are covered under such laws and may be released to other parties unless they contain information specifically protected by law.

The undersigned hereby acknowledges that they have read the billboard regulations in Athens-Clarke County Code Section 7-4-20 and understand that this application is in full compliance with the same.

APPLICANT'S SIGNATURE: _____ **DATE:** _____
OWNERS'S SIGNATURE(if applicable): _____ **DATE:** _____

All billboard applications must be signed by an individual with 51 or more percent ownership of subject property, or their legal agent.

FOR STAFF USE ONLY:

PLANNING DEPARTMENT

Tax Map #s: _____

Zoning/Overlay: _____

Is Sign in Future ROW: Yes N/A

Site Plan: Yes N/A

Building Elevations: Yes N/A

Sign Drawings: Yes

Approved: Yes No

Received by/Date: _____

Comments:

PUBLIC WORKS DEPARTMENT

Review Required: Yes No

Received by: _____

Approved by / date: _____

Comments:

PUBLIC UTILITIES DEPARTMENT

Review Required: Yes No

Received by: _____

Approved by / date: _____

Comments: