

City of Tuscaloosa Sign Permit Application



Planning & Development Services
2201 University Boulevard
PH: 205-248-5110
FAX: 205-349-0136

Business Name: _____

Site Address: _____

City: _____ State: _____ Zip: _____

PH: _____

Property/Inspection District:

- ☐ City ☐ Police Jurisdiction ☐ Fire
☐ Historical ☐ Recovery ☐ DROD

Flood Hazard Area: ☐ Yes ☐ None

Property Owner Information:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

PH: _____

Applicant/Contact Person:

Name: _____

PH: _____

Full Estimated Value:

Number of Signs: _____

- Work Class: ☐ New Construction ☐ Addition
☐ Alterations ☐ Remodel ☐ Repairs ☐ Move
☐ Electrical Upgrade ☐ Demo

Foundation: ☐ Pole ☐ Slab ☐ Footing

☐ Other _____

Sign Installer/Contractor Information:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

PH: _____

E-MAIL: _____

License Information: City #: _____

General Contractor #: _____

Sign Type	Number	Size (HxW)	Area	Total Height
<input type="checkbox"/> Free Standing Sign				
<input type="checkbox"/> Building/Wall Sign				
<input type="checkbox"/> Changeable Copy Sign (Message Board)				
<input type="checkbox"/> Subdivision Identification Sign				
<input type="checkbox"/> Multifamily Residential Sign				
<input type="checkbox"/> Other: _____				

SEE THE BACK OF THIS APPLICATION FOR A LISTING OF ALL SUBMITTAL REQUIREMENTS.

I UNDERSTAND THAT THIS PERMIT IS CONDITIONED UPON THE CORRECTNESS OF THE INFORMATION I HAVE SUPPLIED ABOVE AND MAY BE REVOKED UPON A FINDING BY THE BUILDING OR ZONING OFFICIAL THAT ANY RELEVANT ITEM OF INFORMATION IS SUBSTANTIALLY INCORRECT. I FURTHER UNDERSTAND THAT THIS PERMIT SHALL BE NULL AND VOID UNLESS CONSTRUCTION ON THE SIGN HAS SUBSTANTIALLY COMMENCED WITHIN THREE (3) MONTHS FROM THE DATE ON WHICH THIS PERMIT IS ISSUED. I CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT.

Print Name: _____

Payment Method: ☐ Cash ☐ Check ☐ Other

Signature: _____ Date: _____

Payment Data: _____

Applicability

No person shall erect, alter, relocate, repair, replace the face of, or change a sign without first obtaining a permit, except for the following actions which shall not require a permit:

1. Changing the copy, announcement, or message on a changeable copy sign;
2. Cleaning, painting, or comparable maintenance of a sign that does not alter the size, image or message of the sign;
3. Erecting a sign for which a permit is not required in accordance with Section 24-134 (Signs Allowed Without Permit) of the City of Tuscaloosa Municipal Code.

SUBMITTAL REQUIREMENTS

No request for a sign permit shall be considered complete until all of the following has been submitted:

- ☐ Complete sign permit application
- ☐ Site plan of development site (*for free standing signs only*) including:
 - Location of any freestanding signs
 - Property lines
 - Public rights of ways and easements
 - Buildings
- ☐ Drawing of main or entry façade, including linear dimensions (*for building/wall signs only*)
- ☐ Pictures or renderings showing the dimensions, elevations, and messages of all signs
- ☐ Renderings showing the dimensions of any support structures for signs
- ☐ Maximum and minimum height of sign as measured from finished grade (*for free standing signs only*)
- ☐ For any illuminated signs, indicate type and placement of illumination
- ☐ Inventory of number, type, location, and display area of all existing signs on the same property and/or building on which the sign is to be located.
- ☐ For any sign that contains electronic, digital or video components, the business owner or manger must acknowledge their understanding of the "Limitations & Restrictions of Electronic, Digital, or Video Signage" by signing below.

Some sign applications shall require a State of Alabama registered architect or engineer's seal and a written statement certifying that said sign structure(s) complies with the building code requirements concerning the same.

LIMITATIONS & RESTRICTIONS OF ELECTRONIC, DIGITAL OR VIDEO SIGNAGE

The use of electronic, digital or video technology in signs is permitted and allowed, subject to the following limitations and additional restrictions:

- (a) Such technology shall be programmed so that the message or image on the sign changes no more often than once every eight (8) seconds.
- (b) There shall be no effects of movement, blinking, animation, scrolling, flashing, scintillation, or similar effects in the individual images.
- (c) Changes of image shall be instantaneous as seen by the human eye and shall not use fading, rolling, window shading, dissolving, or similar effects as part of the change.
- (d) Video technology in signs shall use automatic level controls to reduce light levels at night and under cloudy and other darkened conditions, in accordance with the following standards. All electronic, video or digital display unit signs shall have installed ambient light monitors, and shall at all times allow such monitors to automatically adjust the brightness level of the electronic sign based on ambient light conditions. Maximum brightness levels for electronic, video or digital display signs shall not exceed five thousand (5,000) nits when measured from the signs face at its maximum brightness, during daylight hours, and five hundred (500) nits when measured from the signs face at its maximum brightness between sunset and sunrise, as those times are determined by the National Weather Service.
- (e) Any changeable copy sign using electronic, digital or video technology which malfunctions, fails or ceases to operate in its usual or normal programmed manner, causing motion, movement, flashing or any similar effects, shall be restored to its normal operation conforming within this section within forty-eight (48) hours unless the Director of the Tuscaloosa Department of Transportation considers such malfunction to be a hazard to the health, safety and welfare of the public and orders the sign to be turned off, disconnected or disabled.
- (f) Any changeable copy freestanding sign using electronic, digital or video technology shall not exceed fifty (50) square feet in area excepting therefrom billboards as set forth in subsection (4).
- (g) No billboard or sign containing a commercial message related to goods, services, products or other commercial activities that are not offered on the same premises on which the sign is located shall be permitted and allowed except in those locations where billboards are permitted and allowed.

Print Name: _____ **Signature:** _____ **Date:** _____