



# City of Bay Minette

## Commercial Banner / Wind Sign Application

301 D'Olive Street · Bay Minette, Alabama 36507

Phone (251) 580-1650 · COBM\_Planning@ci.bay-minette.al.us

**OFFICE USE ONLY**

S- \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Email: \_\_\_\_\_

Contractor Name: \_\_\_\_\_ Business License #: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Email: \_\_\_\_\_

### Site Information

Business Name: \_\_\_\_\_ Business License #: \_\_\_\_\_

Parcel ID No.: \_\_\_\_\_ PPIN No.: \_\_\_\_\_

Physical Address (E-911): \_\_\_\_\_

### Commercial Banner / Wind Sign Information

Installation Date(s): \_\_\_\_\_ Removal Date(s): \_\_\_\_\_

Are there any existing banners/wind signs on the same property and/or building on which the sign is to be located?

Yes  No If YES, include the following information- Submit separate sheet if needed:

Type of sign(s): \_\_\_\_\_

Location of sign(s): \_\_\_\_\_

Installation Date(s): \_\_\_\_\_ Removal Date(s): \_\_\_\_\_

### Submittal Requirements- Applications will not be reviewed until ALL items are submitted.

\_\_\_\_\_ Sign Application \_\_\_\_\_ Application Fee

\_\_\_\_\_ Site Plan – indicating the proposed location of the sign to be erected and the setbacks from property lines

\_\_\_\_\_ The number, type, and location of all existing banners/wind signs on the same property and/or building on which the sign is to be located.

### Commercial Banner Fees

**Application Fee: \$25.00**

**Paid:**  Cash  Credit Card  Check # \_\_\_\_\_

### OFFICE USE ONLY

Approved  Denied

Zoning: \_\_\_\_\_

Comments: \_\_\_\_\_

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_



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### Ordinance Regulation Excerpt – Section 16.5.5

16.5.5 Commercial Banners and Wind Signs. Banners and Wind Signs may be utilized by commercial establishments provided:

At least five business days before signs are to be posted, the designated representative of the business or commercial establishment shall provide a sign installation and removal plan for review by the Planning Director, who shall issue a permit for signs to be posted if the following standards are met:

- a. Signs or banners shall be located outside of the public right-of-way of any public street and outside of the sight distance triangle of any intersection.
- b. Signs or banners may be posted up to thirty (30) days.
- c. Each sign or banner shall require a separate permit, and no more than four (4) permits per calendar year shall be issued for any one commercial establishment.
- d. In no case shall any sign or banner be located closer than 100 feet from another such sign or banner on the same site.
- e. Each new business shall be allowed one exempt "Grand Opening" sign or banner for up to 30 days from the date of opening, in the place of or in addition to their permanent business sign.
- f. Nothing in this provision shall be construed to authorize the posting of such signs or banners upon trees, utility poles, traffic control signs, lights or devices in any place or manner prohibited by the provisions herein, nor on private property without written consent of the owner.