



OUTDOOR ADVERTISING SIGN PERMIT APPLICATION

State Form 45918 (R11 / 9-18)

INDIANA DEPARTMENT OF TRANSPORTATION
100 North Senate Ave. Room N730
Indianapolis, IN 46204
<https://eps.indot.in.gov/users>

DO NOT WRITE IN THIS BOX – FOR DEPARTMENTAL USE ONLY	
Date received (month, day, year)	
Application number	
Permit number	
EPS receipt number	

INSTRUCTIONS:

1. Submit this application through the Electronic Permit System (EPS) or by US mail using the above address.
2. The fee for advertising sign applications is \$100.00, payable to the Department of Transportation, according to IC 8-23-20-25.
3. The application fee is non-refundable and must be paid by either credit card or check.
4. Payment is due upon receipt of this application or it will not be processed.
5. All application fees are waived for official, directional, religious, and public service signs.

<input type="checkbox"/> Proposed sign		<input type="checkbox"/> Existing sign		<input type="checkbox"/> Addendum		<input type="checkbox"/> Name transfer		<input type="checkbox"/> Changeable message sign	
1. Name of sign owner / applicant							Telephone number ()		
Address of sign owner / applicant (number and street, city, state, and ZIP code)									
Name of representative					E-mail address of representative				
2. Name of property owner							Telephone number ()		
Address of property owner (number and street, city, state, and ZIP code)									
2(a). A property owner permission affidavit must be attached to this application.									
SIGN LOCATION (Proposed signs must be staked at the time of application.)									
3. Type of highway <input type="checkbox"/> Interstate <input type="checkbox"/> US <input type="checkbox"/> SR			Highway number			Estimated erection date (month, day, year)			
4(a). Side of highway <input type="checkbox"/> Right <input type="checkbox"/> Left			4(b). Direction of travel <input type="checkbox"/> North <input type="checkbox"/> South <input type="checkbox"/> East <input type="checkbox"/> West						
5. Between reference signs / mile markers _____ and _____			_____ Miles measured from reference point _____						
6. Location Description (Sketch must be attached.)									
Name of county		6a. Feet to nearest sign (excluding official, directional, on premise and "For Sale" signs)				6b. Feet from right-of way line of highway checked in item 3 (Must be within 660 feet of the right of way.)			
6c. Distance to nearest intersection / ramp		Direction <input type="checkbox"/> North <input type="checkbox"/> South <input type="checkbox"/> East <input type="checkbox"/> West			Specify which intersection / ramp				
6d. Can sign be seen from a scenic byway? <input type="checkbox"/> Yes <input type="checkbox"/> No		If yes, name of scenic byway			6e. Is highway a limited access facility? <input type="checkbox"/> Yes <input type="checkbox"/> No				
7. Is sign located in an unzoned commercial or industrial area? <input type="checkbox"/> Yes <input type="checkbox"/> No		If unzoned, identify qualifying commercial or industrial activity.							
8. Is sign located in a zoned commercial or industrial area? <input type="checkbox"/> Yes <input type="checkbox"/> No		9. List city or county permit number, if any			Zoning classification (primary)				
Explain zoning classifications (Zoning affidavit and local building permit must be attached.)					10. Is sign within city limits? <input type="checkbox"/> Yes <input type="checkbox"/> No		Denote controlling municipality		
11. Was the property rezoned for the purpose of erecting a billboard after March 15, 1986? <input type="checkbox"/> Yes <input type="checkbox"/> No		Was any zoning action taken by the applicant or the property owner for the purpose of erecting a billboard after March 15, 1986? <input type="checkbox"/> Yes <input type="checkbox"/> No							
UNZONED COMMERCIAL OR INDUSTRIAL AREA									
12. Distance from building being used primarily as a residence (feet)		13. Distance to Public Park, garden, recreation area or forest preserve, church, school, and historically designated area, museum or publically owned rest area (feet)				14. Distance from a State restoration, presentation or enhancement of scenic beauty which is publicly controlled and maintained (feet)			
SIGN DESCRIPTION									
15. Estimated height from ground to highest point (feet)		16. Width of face, excluding border (feet)		Height of face, excluding border (feet)		Area, excluding border (square feet)			
17. Type of sign <input type="checkbox"/> Single face <input type="checkbox"/> Back to back <input type="checkbox"/> V type <input type="checkbox"/> Side by side <input type="checkbox"/> Double deck <input type="checkbox"/> Attached to building <input type="checkbox"/> Other: _____									
18. Number of supports		Type of supports <input type="checkbox"/> Wood <input type="checkbox"/> Steel <input type="checkbox"/> Monopole <input type="checkbox"/> Other: _____					19. Illuminated? <input type="checkbox"/> Yes <input type="checkbox"/> No		
20. Does the sign advertise only activities taking place on the property where the sign is located? <input type="checkbox"/> Yes <input type="checkbox"/> No					Changeable message sign? <input type="checkbox"/> Yes <input type="checkbox"/> No				
CERTIFICATION									
Under the penalty of perjury, I certify the above statements to be correct to the best of my knowledge and belief of the undersigned who is authorized to sign this application. I certify that I have obtained authorization from the property owner to erect the structure described herein.									
Signature of applicant							Date (month, day, year)		
DO NOT WRITE BELOW THIS LINE - FOR DEPARTMENTAL USE ONLY									
Additional special provisions									
Determination: <input type="checkbox"/> Conforming Permit <input type="checkbox"/> Non-Conforming / Conditional Permit <input type="checkbox"/> Official <input type="checkbox"/> Directional <input type="checkbox"/> Religious or Public Service <input type="checkbox"/> Denial									
Signature of District Regulatory Supervisor							Date (month, day, year)		

ALL PERMITS ARE SUBJECT TO STANDARD GENERAL PROVISIONS. SEE ATTACHED FOR GENERAL PROVISIONS.

DISCLAIMER: The issuance of this permit shall in no way preclude the actions of any state agency, including INDOT from instituting any action against the applicant for violations of any state or federal law, rule or policy, including violations of federal and state environmental laws and regulations, nor is this approval intended to influence any action currently pending before a local board, commission or agency. Please reference 105 IAC 7-3-1 et. al. for any explanation or information necessary to fill out this application. Failure to provide any information required by this application will cause it to be denied. For records retention, refer to 83-602.