

THE CITY OF
BARDSTOWN
SIGN ADMINISTRATION



CAMPUS MASTER SIGN PLAN APPLICATION

This application is ONLY to be submitted by campuses (businesses situated on 50 or more acres, comprised of two or more buildings for separate but related commercial purposes, and zoned I-2 according to the Joint City-County planning Commission zoning map.)

FOR OFFICE USE ONLY

Permit # _____

Date Received: _____

Fee Paid: _____

APPLICANT INFORMATION

Applicant Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

SIGN INSTALLER/CONTRACTOR INFORMATION

Installer/Contractor Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

CAMPUS SITE INFORMATION

Business/Organization Name: _____

Address of Campus: _____

City: _____ State: _____ Zip Code: _____

SIGN INFORMATION

How many signs (freestanding and building-mounted) are currently on this campus?

_____ freestanding signs

_____ building-mounted signs

How many signs (freestanding and building-mounted) are you proposing to add?

_____ freestanding signs

_____ building-mounted signs

PROPOSED SIGNS IN CAMPUS MASTER SIGN PLAN

FREESTANDING SIGNS

For each proposed freestanding sign, please indicate the height, surface area of one side of the sign face, and mounting and illumination methods. Also indicate whether each sign is a changeable copy/readerboard sign and answer the follow up question. For additional signs, use the additional signs sheet on the back of this application.

SIGN	SIGN HEIGHT (in feet and inches)	SIGN AREA (in sq. feet)	MOUNTING	IS THIS A CHANGEABLE COPY/READER BOARD SIGN?	SIGN ILLUMINATION
F1			<input type="checkbox"/> Pole-mounted <input type="checkbox"/> Ground-mounted	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, what is the area of the reader board portion in sq. feet? _____	<input type="checkbox"/> External <input type="checkbox"/> Internal <input type="checkbox"/> None
F2			<input type="checkbox"/> Pole-mounted <input type="checkbox"/> Ground-mounted	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, what is the area of the reader board portion in sq. feet? _____	<input type="checkbox"/> External <input type="checkbox"/> Internal <input type="checkbox"/> None
F3			<input type="checkbox"/> Pole-mounted <input type="checkbox"/> Ground-mounted	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, what is the area of the reader board portion in sq. feet? _____	<input type="checkbox"/> External <input type="checkbox"/> Internal <input type="checkbox"/> None
F4			<input type="checkbox"/> Pole-mounted <input type="checkbox"/> Ground-mounted	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, what is the area of the reader board portion in sq. feet? _____	<input type="checkbox"/> External <input type="checkbox"/> Internal <input type="checkbox"/> None
F5			<input type="checkbox"/> Pole-mounted <input type="checkbox"/> Ground-mounted	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, what is the area of the reader board portion in sq. feet? _____	<input type="checkbox"/> External <input type="checkbox"/> Internal <input type="checkbox"/> None
F6			<input type="checkbox"/> Pole-mounted <input type="checkbox"/> Ground-mounted	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, what is the area of the reader board portion in sq. feet? _____	<input type="checkbox"/> External <input type="checkbox"/> Internal <input type="checkbox"/> None
F7			<input type="checkbox"/> Pole-mounted <input type="checkbox"/> Ground-mounted	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, what is the area of the reader board portion in sq. feet? _____	<input type="checkbox"/> External <input type="checkbox"/> Internal <input type="checkbox"/> None
F8			<input type="checkbox"/> Pole-mounted <input type="checkbox"/> Ground-mounted	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, what is the area of the reader board portion in sq. feet? _____	<input type="checkbox"/> External <input type="checkbox"/> Internal <input type="checkbox"/> None

PROPOSED SIGNS IN CAMPUS MASTER SIGN PLAN

BUILDING-MOUNTED SIGNS

For each proposed building-mounted sign, please indicate the mounting method, surface area of the sign, surface area of the building elevation, and illumination method. For additional signs, use the additional signs sheet on the back of this application.

SIGN	MOUNTING	SIGN AREA (in sq. feet)	BUILDING ELEVATION (in sq. feet)	SIGN ILLUMINATION	FOR OFFICE USE ONLY	
					Permitted Coverage (%)	Proposed Coverage (%)
B1	<input type="checkbox"/> Wall <input type="checkbox"/> Roof <input type="checkbox"/> Projecting			<input type="checkbox"/> External <input type="checkbox"/> Internal <input type="checkbox"/> None		
B2	<input type="checkbox"/> Wall <input type="checkbox"/> Roof <input type="checkbox"/> Projecting			<input type="checkbox"/> External <input type="checkbox"/> Internal <input type="checkbox"/> None		
B3	<input type="checkbox"/> Wall <input type="checkbox"/> Roof <input type="checkbox"/> Projecting			<input type="checkbox"/> External <input type="checkbox"/> Internal <input type="checkbox"/> None		
B4	<input type="checkbox"/> Wall <input type="checkbox"/> Roof <input type="checkbox"/> Projecting			<input type="checkbox"/> External <input type="checkbox"/> Internal <input type="checkbox"/> None		
B5	<input type="checkbox"/> Wall <input type="checkbox"/> Roof <input type="checkbox"/> Projecting			<input type="checkbox"/> External <input type="checkbox"/> Internal <input type="checkbox"/> None		
B6	<input type="checkbox"/> Wall <input type="checkbox"/> Roof <input type="checkbox"/> Projecting			<input type="checkbox"/> External <input type="checkbox"/> Internal <input type="checkbox"/> None		
B7	<input type="checkbox"/> Wall <input type="checkbox"/> Roof <input type="checkbox"/> Projecting			<input type="checkbox"/> External <input type="checkbox"/> Internal <input type="checkbox"/> None		
B8	<input type="checkbox"/> Wall <input type="checkbox"/> Roof <input type="checkbox"/> Projecting			<input type="checkbox"/> External <input type="checkbox"/> Internal <input type="checkbox"/> None		

REQUIRED SUPPORTING DOCUMENTS

CAMPUS MASTER SIGN PLAN

A Campus Master Sign Plan (CMSP) must be submitted with this completed and signed application. The CMSP is a document consisting of technical descriptions and color illustrations. It should be drawn to scale and show the location and dimensions of all proposed signs on the campus. Specifically, the CMSP should indicate:

For All Signs

- *Design*
- *Materials*
- *Colors*
- *Textures*
- *Site plan showing property dimensions*
- *Location of existing and proposed signs, buildings, parking areas, driveways, landscaped areas*
- *Structural and electrical specifications*
- *Additional information needed to satisfy state and local construction codes*

Additional Documentation for Building-Mounted Signs

- *Building elevations showing façade dimensions and location of existing and proposed building-mounted signs*

Additional Documentation for Electronic Changeable Copy Signs

- *Manufacturer specifications providing the maximum nit (or equivalent) rating of the sign*
- *Evidence from manufacturer that the sign is equipped with an automated light sensing device (as specified in Chapter 98.11 of the City of Bardstown ordinances)*
- *Notarized affidavit signed by the property owner acknowledging compliance with automatic level controls to reduce light levels at night and under cloudy or other darkened conditions*

APPLICATION FEE

The non-refundable CMSP application fee of \$33.00, payable to The City of Bardstown, must be paid at the time of application submission.

APPLICANT/OWNER CERTIFICATION

I do hereby certify that the information provided herein is both complete and accurate to the best of my knowledge, and I understand that any inaccuracies may be considered just cause for invalidation of this application based on properly executed documents with the owner of this property. I further hereby certify that I am aware of the plans and supporting documentation submitted as part of the application and aware of the applicable sign regulations. I further hereby certify that I agree that the filing of this application constitutes an agreement with all owners and other parties having an interest in the subject property, their heirs, successors, and assigns, to comply with any and all imposed conditions and requirements.

Additional pages attached

Signatures of Applicant(s) or Agent(s): _____

Title: _____

Date: _____

For Office Use Only

Date Application Received: _____

Received By: _____

Late Fee Assessed? Yes No

Fee Paid: \$ _____ Check# _____ Cash Other, specify: _____

Approved Denied Staff Approval: _____
