

**APPLICATION FOR PERMIT TO
ERECT AND/OR MAINTAIN
OUTDOOR ADVERTISING**

**IN ACCORDANCE WITH
SECTION 226.550 RSMO AND
7 CSR 10-6.070**



For Official Use Only

TMS #: _____ Log Point: _____

Trans #: _____ Check #: _____

Permit Type: ☐ Billboard ☐ Billboard Exempt ☐ Public Utility
☐ Directional ☐ Directional Exempt ☐ Service Club & Religious Notices
☐ Official ☐ Public Service

MISSOURI DEPARTMENT OF TRANSPORTATION

PART I: PERMIT OWNER INFORMATION Permit Applicant Name: _____ Contact Person: _____ Mailing Address: _____ City: _____ State: _____ Zip Code: _____ Telephone Number: (____) _____ - _____ Email Address: _____ Billing Email Address: _____	PROPERTY OWNER INFORMATION Property Owner Name: _____ Contact: _____ Mailing Address: _____ City: _____ State: _____ Zip Code: _____ Telephone Number: (____) _____ - _____ Email Address: _____
PART II: LOCATION OF OUTDOOR ADVERTISING STRUCTURE The sign will be visible from Highway/Route _____ in _____ County. Traveling: <input type="checkbox"/> North <input type="checkbox"/> South <input type="checkbox"/> East <input type="checkbox"/> West, the sign will be located on the RIGHT side of the road and approximately ____ <input type="checkbox"/> MILES <input type="checkbox"/> FEET <input type="checkbox"/> BEFORE <input type="checkbox"/> AFTER _____. Is the sign within the City Limits? <input type="checkbox"/> YES <input type="checkbox"/> NO If yes, City Name: _____ (state or county intersecting route) Land Use or Zoning: <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Other _____ <input type="checkbox"/> Unzoned <input type="checkbox"/> Proposed sign location is staked Name of Qualifying Business within 750 feet: _____ Phone: _____ Date Opened: _____	
PART III: DESCRIPTION OF OUTDOOR ADVERTISING STRUCTURE The structure is made of (check one): <input type="checkbox"/> Wood <input type="checkbox"/> Metal <input type="checkbox"/> Other (explain) _____ The pole construction is (check one): <input type="checkbox"/> Monopole <input type="checkbox"/> Multiple Poles (number) ____ <input type="checkbox"/> Other (explain) _____ Size of sign face (in feet): Vertical _____ Horizontal _____ (Total size per side of structure cannot exceed 800 square feet) Number of Faces: _____ Will the sign have lighting? <input type="checkbox"/> YES <input type="checkbox"/> NO PLEASE NOTE: STACKED STRUCTURES ARE NOT PERMITTED The faces will be positioned: <input type="checkbox"/> Back To Back <input type="checkbox"/> Back To Back, Side-by-Side <input type="checkbox"/> V-Type <input type="checkbox"/> V-Type, Side-by-Side <input type="checkbox"/> Single Side <input type="checkbox"/> Side By Side (one direction) Technology: <input type="checkbox"/> Trivision <input type="checkbox"/> Painted Face <input type="checkbox"/> Digital <input type="checkbox"/> Vinyl Wrap <input type="checkbox"/> Other: _____	

Do not begin construction of the sign until you receive the outdoor advertising permit.

With all applications enclose the following:

- _____ Enclose a copy of lease or a letter from the land owner granting permission to erect or maintain a sign on their property.
- _____ Enclose a diagram of the proposed sign location in relation to intersecting routes (include direction of travel and measurements).
- _____ Enclose a copy of the last deed of record for the property.
- _____ If applicable, enclose proof of tax exemption pursuant to Section 226.550, RSMo.

Billboard Checklist:

- _____ If the property is zoned, enclose a letter from the Zoning Authority stating the zoning classification.
- _____ Enclose copies of local business license(s) for the qualifying business.
- _____ Enclose a check or money order made payable to **Director of Revenue, Credit State Road Fund**, in the amount of \$200.00.

Service Club and Religious Sign Checklist:

- _____ Enclose proof of exemption pursuant to Section 226.550, RSMo.
- _____ Enclose a sketch of the desired message to be placed on sign.

Directional Sign Checklist:

- _____ Enclose a sketch of the desired message to be placed on sign.
- _____ Enclose a check or money order in the amount of \$200.00.
- _____ Enclose a letter of intent and supporting documentation.

The appropriate documentation must be provided as well as **NOTARIZATION ON THE BACK** of this completed form and permit fee, when applicable, or the application may be returned. The area specialist may request additional information in order to process this application.

Our mission is to provide a world-class transportation system that is safe, innovative, reliable and dedicated to a prosperous Missouri.

The applicant agrees by signature and under oath that, if a permit is issued, the applicant shall maintain the sign structure completely on the private property listed with no parking on highway right of way. Furthermore the applicant, by signature, agrees that the information provided in this application is complete and accurate. The applicant, by signature and under oath, acknowledges and agrees that any misrepresentation of facts on this application may affect the permit issuance or result in termination of the permit immediately at such time as the factual misrepresentation is made known to the Missouri Highways and Transportation Commission, or the Missouri Department of Transportation.

STATE OF _____, County of _____

_____, being of lawful age and first duly sworn, upon his oath deposes and states:
(Name of Applicant)

CHECK ONE:

- () That I am the above-mentioned individual.
- () That I am the _____ of _____ which is organized under the laws of _____
(title) (name of corporation)
_____, with its principal office and place of business in _____,
(state) (city, state)
and that I have the power and authority for and on behalf of said corporation to make this affidavit and in its behalf, and do so make same.
- () That I am the _____ of _____ which is not a corporation and that I have
(title) (name of firm)
the power and authority for and on behalf of said firm and its members and owners to make this affidavit for in its and their behalf, and do so make same.

INITIAL EACH STATEMENT:

- () That the sign that is the subject of this permit application shall be erected completely and entirely on the private property listed and that no part of the sign shall be erected on, or extend over or above any portion of property owned by the Missouri Highways and Transportation Commission.
- () That there are no restrictions that would prohibit or disallow the sign from being erected on the private property listed above.
- () That I have read the foregoing and that the facts set out therein are true and correct to the best of my knowledge and belief.

Subscribed and sworn to before me this _____ day of _____, 20 _____.
Signature of Applicant

My Commission expires: _____

Notary Public

Mail the completed application, enclosures, and payment to the area specialist for the county in which the sign structure is located.

Financial questions, contact the Outdoor Advertising Technician at 573-522-1725 or ODATech@modot.mo.gov.

Area 1 (816) 607-2049 Missouri Department of Transportation 600 NE Colburn Rd Lee's Summit, MO 64086 Attn: Outdoor Advertising Permit Specialist <u>Counties:</u> Andrew, Atchison, Buchanan, Caldwell, Carroll, Clay, Clinton, Daviess, DeKalb, Gentry, Grundy, Harrison, Holt, Jackson, Lafayette, Livingston, Mercer, Nodaway, Platte, Ray, Worth	Area 2 (573) 690-3339 Missouri Department of Transportation 111 Francis Dr Troy, MO 63379 Attn: Outdoor Advertising Permit Specialist <u>Counties:</u> Adair, Audrain, Boone, Callaway, Chariton, Clark, Cooper, Howard, Knox, Lewis, Lincoln, Linn, Macon, Marion, Monroe, Montgomery, Pike, Putnam, Ralls, Randolph, Saline, Schuyler, Scotland, Shelby, Sullivan	Area 3 (314) 453-1870 Missouri Department of Transportation 1590 Woodlake Dr Chesterfield, MO 63017 Attn: Outdoor Advertising Permit Specialist <u>Counties:</u> Crawford, Franklin, Gasconade, Jefferson, Phelps, Pulaski, St. Charles, St. Francois, St. Louis, St. Louis City, Ste. Genevieve, Warren, Washington
Area 4 (417) 895-7648 Missouri Department of Transportation PO Box 868 Springfield, MO 65801 Attn: Outdoor Advertising Permit Specialist <u>Counties:</u> Barry, Barton, Cedar, Christian, Dade, Douglas, Greene, Jasper, Lawrence, McDonald, Newton, Ozark, Stone, Taney, Vernon, Webster, Wright	Area 5 (573) 751-7187 Missouri Department of Transportation PO Box 718 Jefferson City, MO 65102 Attn: Outdoor Advertising Permit Specialist <u>Counties:</u> Bates, Benton, Camden, Cass, Cole, Dallas, Henry, Hickory, Johnson, Laclede, Maries, Miller, Moniteau, Morgan, Osage, Pettis, Polk, St. Clair	Area 6 (573) 472-5352 Missouri Department of Transportation 2675 N Main Street Sikeston, MO 63801 Attn: Outdoor Advertising Permit Specialist <u>Counties:</u> Bollinger, Butler, Cape Girardeau, Carter, Dent, Dunklin, Howell, Iron, Madison, Mississippi, New Madrid, Oregon, Pemiscot, Perry, Reynolds, Ripley, Scott, Shannon, Stoddard, Texas, Wayne

Additional forms and information available at <https://www.modot.org/outdoor-advertising-home>