

### SIGN PERMIT REQUIREMENTS

#### Submitted plans must include the following:

- A detailed site plan of the property drawn to scale, showing all existing and proposed freestanding signs, buildings, parking areas, and driveway entrances to the site (*Article 16.11.A.2.a*).
- Total square feet of existing signage to remain and proposed signage on the parcel where the proposed sign(s) are to be erected (*Article 16.11.A.2.b*).
- For all detached signs located in the front yard, a landscape area of at least one-half the area of the sign must be provided and maintained around the base structure of the detached sign. Plant material used in the landscape area must have a mature height of less than 42 inches (*Article 13.5.E*).
- Foundation Details: 1) Scaled and dimensioned foundation details with length, width and depth of sign footing. 2) Details of any reinforcement or special installation requirements. In accordance with International Building Code requirements, provide all design loads associated with the footing detail (*2018 International Building Code, Chapter 18*).
- Building Elevations: 1) Scaled and dimensioned elevation of the building from which the proposed sign areas are calculated (*Article 2.4.N.2.a.ii.A*). 2) Scaled and dimensioned elevation of building showing size and installation location of all proposed signs.
- Renderings: 1) Scaled and dimensioned full color renderings of the sign design. 2) Specifications and construction details, including a detail showing method of support/attachment (side view) and material details.
- All round posts, poles, uprights, braces, or other supporting structures that are a part of a detached sign must be constructed, covered, or finished in a shape that is not round and that obscures the round posts from public view; provided however that this covering requirement does not apply to billboards or sign in a floodway, as determined by the City Engineer (*Article 13.5.F*).
- A design prepared and sealed by a State of Tennessee licensed design professional is required when 1) any portion of a sign is 20' or more above ground level or 2) any portion of the sign is 15' above ground level and the sign is more than 120 square feet in total sign face area (*Tennessee Board of Architectural and Engineering Examiners*).

### SIGN INFORMATION

- Rules of measurement for signs are found in the City of Knoxville Zoning Ordinance *Article 2.4.N*. This includes how to determine sign area, how to calculate maximum allowable sign area, how to measure sign height, sign spacing and setbacks for detached signs.
- City of Knoxville Zoning Ordinance *Article 13 - Signs* provides the regulations applicable for general sign standards as well as those provided in specific zoning districts.
- Federally designated highways in Tables 13-2 and 13-3 from the City of Knoxville Zoning Ordinance *Article 13 - Signs* are Alcoa Highway (U.S. 129), Asheville Highway (U.S. 11E, 25W, & 70), Broadway (U.S. 441), Chapman Highway (U.S. 441), Clinton Highway (U.S. 25W), Hall of Fame Drive (U.S. 11 & 70), Henley Street (U.S. 441), Kingston Pike (U.S. 11 & 70), Magnolia Avenue (U.S. 11 & 70), Neyland Drive (U.S. 11 & 70), and Rutledge Pike (U.S. 11W).
- On parcel and lots adjacent to road or street that are part of the state scenic highway system, only a monument of column sign is allowed, provided the maximum sign height for such sign is six feet and the maximum sign area is 36 square feet (*Article 13.9.F.5.b*).
- Electronic Message Centers are prohibited with the following exceptions found in *Article 13.6.F*.
- Form-based code districts (South Waterfront and Cumberland Avenue), Downtown Knoxville districts (DK-B, DK-G, DK-H, & DK-W), and historic overlay designations require certificate of appropriateness with stamped plan approval from the Design Review Board be submitted for permit.

### INFORMATION TO INCLUDE ON PLANS

**For Each Sign:** • Type (Ground, Wall etc.) • Illuminated • Existing or Proposed • Dimensions (height x length) • Area (sq. ft.) • Installation Height

**Site Totals:** • Total sq. ft. of existing signs • Total sq. ft. of proposed signs • Total sq. ft. of all signs on site • Maximum allowed sq. ft. of signs

**Primary Building Elevation:** • Height of primary building elevation • Width of primary building elevation • Square footage of primary building elevation