



SIGNS

When is a Permit Required?

It shall be unlawful to erect, re-erect, construct, alter, or maintain any sign within the corporate limits or extraterritorial jurisdiction of the City of Oak Point except pursuant to a required permit for the same issued by the City. Except as hereinafter provided, a permit shall be required for each sign. In addition, electrical permits shall be obtained for any authorized lighted or illuminated signs and building permits shall be obtained for sign structures.

What Information Must Be Submitted to Obtain a Permit?

1. Sign Permit
2. Applicable Fees
3. Two (2) copies of a site plan showing:
 - a. The location of the proposed and existing signs, property dimensions, building and setback lines, easements
 - b. Renderings showing the dimensions and materials of the proposed sign drawn to scale
 - c. Note of any illumination:
 - i. Location of all electrical outlets, conduits and lighting sources
 - ii. Certification of the intensity of illumination
 - d. Specifications to depict the method of anchoring the sign to the ground or a building.
4. Other information as required.

What Codes or Ordinances are Applicable to the Permit?

- City of Oak Point Code of Ordinances
 - Article 8, Section 8.03 (Offenses and Nuisances)
 - Article 10, Section 10.03, with Amendments (Ord. No. 2011-03-319) (Subdivision Regulations)
- 2020 National Electrical Code

