



# Billboard Permit Application

Date: \_\_\_\_\_  
 Name of Applicant: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone Number: \_\_\_\_\_  
 Fax Number: \_\_\_\_\_  
 Email Address: \_\_\_\_\_  
 Address of Proposed or Existing Billboard: \_\_\_\_\_  
 General Description of Location: \_\_\_\_\_

Road Right-of-Way: \_\_\_\_\_  
 (If on a State Highway within the City limits, contact the Louisiana Department of Transportation at 225-379-1232.)  
 State Highway Permit Attached:  Yes  No Permit #: \_\_\_\_\_

Type of Billboard:  
 Single Face  Double Face  Back-to-Back  V-type  Digital  Illuminated  
 Standard Size: \_\_\_\_\_  Junior Size: \_\_\_\_\_

**THE FOLLOWING MUST BE SUBMITTED WITH APPLICATION:**

A detailed drawing showing a description of the construction details of the billboard position of lighting and other extraneous devices and a location plan showing the position of the billboard on the site and its position in relation to nearby buildings or structures and to any private or public street or highway and its height;

A billboard plan showing the height and width of the proposed billboard, as well as its supporting structure, and other similar features, and the type or design of the billboard;

The detail of all lighting and illuminating methods and elements, where billboard lighting or illumination is proposed, including the type and wattage of the luminary, mounting brackets, location of mounting devices on the ground or billboard, housing or shielding devices, the direction of light beams, and related specifics as needed to evaluate lighting;

**FEE**— The applicant shall pay the City of DeRidder the sum of Two Hundred Fifty Dollars (\$250.00) for a permit fee.  
 (Under no condition shall the fee be refunded for the failure of the requested billboard to be granted or for the withdrawal of the request.)

*NOTE: The acceptance of this Application for Review and the payment of fees does not constitute the approval of the requested permit. Approval is granted only upon finding that the billboard will be erected in compliance with all applicable requirements of the City of DeRidder, Ordinance No. O-2017-28.*

*Periodic field checks and inspections may be conducted to determine compliance, if found non-compliant the billboard must be brought into compliance by the billboard owner, moved or removed.*

State of Louisiana  
 Parish of Beauregard

I, \_\_\_\_\_ (Applicant), hereby submit this information by requesting a permit to erect a billboard in DeRidder, Beauregard Parish, Louisiana. If said permit is issued, I agree to conform to all City of DeRidder Ordinances pertaining to the same.

\_\_\_\_\_  
 Signature of Applicant Date

**THIS IS NOT A BUILDING PERMIT! UPON APPROVAL OF THIS APPLICATION AND BEFORE COMMENCING WORK, YOU MUST APPLY FOR THE APPROPRIATE BUILDING/ELECTRICAL PERMITS FROM THE PUBLIC WORKS DEPARTMENT.**

For office use only:  
 Date Received: \_\_\_\_\_ Received By: \_\_\_\_\_ Permit #: \_\_\_\_\_ Fee Paid: \_\_\_\_\_  
 Action Taken:  Approval  Denial Date of Action: \_\_\_\_\_ By: \_\_\_\_\_  
 Remarks: \_\_\_\_\_  
 Public Works Director Approval: \_\_\_\_\_ Date: \_\_\_\_\_

**ORDINANCE NO. O-2017-28  
CHARTER SERIES**

**AN ORDINANCE TO ESTABLISH REGULATIONS FOR EXISTING AND PROPOSED OUTDOOR ADVERTISING THROUGH USE OF BILLBOARDS, AND REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH.**

**WHEREAS,** the regulations of signs and billboards within the City of DeRidder, Louisiana ("City") is provided for in Chapters 11.5 and 15 of the Code of Ordinances of the City of DeRidder, Louisiana; and

**WHEREAS,** the City Council of the City of DeRidder, Louisiana ("City") and the Mayor recognize there is a need to promote and protect the public health, welfare and safety of the City by regulating existing and proposed outdoor advertising through use of billboards, while assuring the orderly and effective display of outdoor advertising, to protect property values, create a more attractive economic and business climate, enhance and protect the physical appearance of the community, preserve the scenic and natural beauty of designated areas and provide a more enjoyable and pleasing community.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of DeRidder, Louisiana, that outdoor advertising through use of billboards be, and is hereby regulated as follows:

I. Definitions.

As used in this article, the following terms shall have the meanings indicated:

*Arterial highway* means any street or highway for which operation or maintenance falls under parish, state or federal jurisdiction.

*Billboard* (off-site commercial speech) means any outdoor advertising board, junior board advertising medium, structure or device which advertises, directs or calls attention to any business, article, substance, service or anything which is painted, printed, pasted or affixed to any building, structure, wall, fence, pole, railing, natural object or structure of any kind on real property or upon the ground itself and which advertises services, products or commodities not available on the premises on which the "billboard" is located.

*Digital billboard* means an off-premise sign displaying static images that change message of copy by electronic means.

*Double stack billboard* means any billboard structure on which more than two (2) double-faced, back-to-back, or V-type billboards are affixed.

*Double-faced, back-to-back or V-type billboards* means those configurations of multiple billboards structures as those terms are commonly understood and as further defined in state law, except that in no instance shall these terms include two (2) or more billboards which are not physically contiguous.

*Public Works Director and Code Enforcer* means the Director of Public Works and Code Enforcer for the City of DeRidder.

*Erect* means to construct, build, raise, assemble, place, affix, attach, create, paint, or in any other way bring into being or establish.

*Front or face of a billboard* means the outer surface of a billboard which is visible from any private or public street or highway.

*Illuminated billboard* means any billboard illuminated by electricity, or other artificial light.

*Lighting device* means any light, string of lights or group of lights located or arranged so as to illuminate a billboard.

*Person* means any person, firm, partnership, association, corporation, company, institution or organization of any kind.

*Physically contiguous* means of the same structure and, in the case of V-type billboards, shall be in contact with one and another at the apex of the "V." Each face shall be considered a separate billboard.

*Rotating message billboard* means a poster panel billboard of approximately three hundred (300) square feet in sign area which has rotating panels with a maximum of three (3) message faces.

II. Exceptions.

For the purposes of this article, the term "billboard" does not include billboards erected and maintained pursuant to and in discharge of any governmental function, or required by any law, ordinance or governmental regulation.

III. General Regulations.

- A. A billboard may be illuminated, provided that all light sources shall be designed, shielded, arranged and installed to confine or direct all illumination to the surface of the billboard and away from adjoining properties. Light sources shall not be visible from any street or any adjoining properties. Billboards may contain or include such public service information as time, date, temperature, weather or similar information.
- B. No billboard shall be erected on or attached to any building.
- C. No billboard or part thereof shall contain or consist of banners, posters, pennants, ribbons, streamers, spinners or other similar moving, fluttering or revolving devices.
- D. No standard billboard shall exceed three hundred fifteen (315) square feet.
- E. No junior billboard shall exceed two hundred fifteen (215) square feet.
- F. No standard billboard shall be in excess of forty-five (45) feet in height above the average existing grade level at the billboard.
- G. No junior billboard shall be in excess of thirty (30) feet in height above the average existing grade level at the billboard.
- H. A billboard and its structure shall be maintained, including the change of the advertising message, the repairing and replacing of components parts and the performance of other acts as incident to the upkeep of the billboard.
- I. No billboards shall display advertising matter of an indecent or obscene nature.
- J. No billboard shall confuse, mislead or resemble any government billboard.
- K. No rotating message billboard shall be permitted.
- L. No double stack billboard shall be permitted.
- M. Any billboard must be constructed on a metal pole.
- N. No digital billboard will be within 660 feet of a traffic light.
- O. Any billboard constructed in City must be constructed no less than 1,320 feet from the base of the pole of any existing billboards including billboards outside the City limits. The new billboards must be built no less than 15 feet from the property lines. Any billboard must also be more than 100 feet from a property line of a residentially zoned piece of property.

- P. Billboards will not be permitted 500 feet from any church, park or cemetery located in the City limits;
- Q. Billboards will not be permitted within the following geographical perimeters within the City limits:
  - 1. On the North: Intersection of North Pine Street (U.S. Hwy 171) with West North Street and West Drive.
  - 2. On the South: Intersection of South Pine Street (La. Hwy 27) and West Ninth Street.
  - 3. On the East: Intersections of Mahlon Street (U.S. Hwy 171) and East First Street and Martin Luther King Drive.
  - 4. On the West: Intersections of West First Street (U.S. Hwy 190) and South Frusha Street and North Frusha Street.
- R. Any words such as "stop" "go slow" "caution" "danger" "warning" or similar words are prohibited on billboards.

IV. Permit Required; Restoration.

- A. After the effective date of this Ordinance and except as otherwise herein provided, no person shall erect any billboards as defined herein without first obtaining a permit therefor.
- B. Nothing in this section shall prevent the replacement or restoration of an existing billboard or its supporting structure that has been destroyed or which has been deemed by the applicant to be in need of replacement. Such replacement or restoration shall only be permitted in compliance with the standards and procedures set forth in this Ordinance.

V. Application for Permit.

- A. Application for the permit must be made in writing upon forms provided by the Director of Public Works and shall contain the following requirements:
  - 1. Name, address and telephone number of the applicant.
  - 2. A detailed drawing showing a description of the construction details of the billboard position of lighting and other extraneous devices and a location plan showing the position of the billboard on the site and its position in relation to nearby buildings or structures and to any private or public street or highway and its height.
  - 3. A billboard plan showing the height and width of the proposed billboard, as well as its supporting structure, and other similar features, and the type or design of the billboard.
  - 4. The detail of all lighting and illuminating methods and elements, where billboard lighting or illumination is proposed, including the type and wattage of the luminary, mounting brackets, location of mounting devices on the ground or billboard, housing or shielding devices, the direction of light beams, and related specifics as needed to evaluate lighting.
- B. Prior to the issuing of a permit to erect a new billboard, the applicant shall pay the non-refundable permit fee in the amount of \$250.00.

VI. Planning & Zoning Commission. The City's Planning & Zoning Commission shall evaluate applications for permits for conformance to the standards of this ordinance.

VII. Issuance of Permit.



It shall be the duty of the Director of Public Works upon the filing of an application for a permit to erect a billboard to examine such plans, specifications and other data submitted for the proposed billboard. It shall be the duty of the Director of Public Works to issue a permit for the erection of a proposed billboard, provided that:

- A. The proposed billboard has received Planning and Zoning Commission approval.
- B. The proposed billboard is in compliance with all the requirements of this Ordinance, as well as all other laws of the city and state.

VIII. Revocation of permits.

- A. The Director of Public Works shall revoke such billboard permit fourteen (14) days after written notice has been given to the owner on record of said billboard for any one (1) of the following conditions, provided that said condition has not been corrected within the fourteen-day period:
  - 1. Failure to complete construction within one hundred eighty (180) days of date of issuance of the permit.
  - 2. Failure to maintain any billboard in accordance with the provisions set forth in this Ordinance.
  - 3. The Director of Public Works may cause any billboard that is a source of threatening danger to persons or property to be removed immediately and without notice.

IX. Review and appeal.

- A. An applicant may appeal decisions of the City's Planning and Zoning Commission to the City Council. Appeals shall be filed within thirty (30) days of the City's Planning and Zoning Commission decision. Appeals shall be filed in writing with the City Council Clerk.
- B. Upon receipt of the request for appeal, the City Council must hear the appeal within thirty (30) days of receipt of the request. The City Council may override the decision of the commission by a two-thirds (2/3) vote of the full council.

X. Penalties for offenses.

Failure to comply with any of the provisions of this Ordinance shall be deemed a violation, and the violator shall be liable to a fine of not more than One Hundred Dollars (\$100.00) per day.

**BE IT FURTHER ORDAINED** that all ordinances and parts of ordinances in conflict herewith be, and the same are hereby, repealed.

**THUS DONE AND ADOPTED** on this 24th day of July, 2017 by the City Council of the City of DeRidder, Louisiana sitting in Regular Session duly convened in Council Chambers at DeRidder, Louisiana.

ATTEST:

  
\_\_\_\_\_  
GLENNA LUTHER  
CLERK OF THE COUNCIL

  
\_\_\_\_\_  
ELIZABETH S. GRANGER  
PRESIDENT OF THE COUNCIL