



On July 21, 2015, City Council adopted a comprehensive sign ordinance with hundreds of components.

The new regulations, now in effect, set updated standards and requirements for different types of signs in different zones. The ordinance also sets new regulations for the height and size of signs in commercial areas, as well as a process for removing abandoned signs. All **new signs** must comply with the requirements and standards set in the new sign ordinance, based on your zoning district and the classification of the road where the sign will be located.

A new webpage was created to help citizens better understand the new ordinance. For more information, please visit [www.knoxvilletn.gov/signordinance](http://www.knoxvilletn.gov/signordinance).

### How does this affect me?

When you submit a permit application, you must complete a **Sign Compliance Evaluation** form. If you are reusing an **existing sign(s)**, the Zoning Inspections staff will review your permit application and determine whether the existing sign(s) may remain or will need to be removed and replaced with a sign(s) that is compliant with the regulations and standards set in the new sign ordinance. This determination will be based on the current and previous use of the property and type of business. If the use of the property has changed, then **all signs on the property** must be brought into compliance.

### Do I Need a Permit for My Sign?

Yes. Permits are required for all signs, permanent or temporary. A sign permit is required prior to erecting or installing a sign. Per City of Knoxville Zoning Ordinance, Article 8, Sections 3.8 and 15.1.e, as of June 1, 2001, off-premise advertising is prohibited in the City of Knoxville. Billboards and advertising signs legally existing prior to this date may be rebuilt in compliance with TCA 13-7-208.

### How Do I Get a Permit?

For each sign, the applicant must submit the following:

- A completed **Sign Permit application** available at our office and online;
- A non-refundable application fee;
- 2 copies of a Site Plan;
- 2 copies of design detail drawings including layout and dimensions.

Electrical work associated with a sign requires a separate electrical permit. All electrical work must be done by a City of Knoxville licensed electrician.

### Is an Inspection Necessary?

Yes. The Sign Inspector must inspect all signs. Ground signs require footing and final inspections. The footing inspection is required prior to pouring concrete and after the hole is dug and steel reinforcement, if required, installed. The final inspection is required after the sign is installed. Wall signs require a final inspection.

Questions may be directed to **Plans Review & Inspections** at 865-215-2999.