

# Orange Township Sign Permit Cheat Sheet

## IS A SIGN PERMIT REQUIRED FOR YOUR PROJECT?

*a sign permit is required for:*

- Vehicular/ Directional
- Outdoor Advertising or Billboards
- Commercial or Industrial wall signage
- Illuminated Window Signage
- Wall Signage
- Monument Style/Free-standing Signs\*
- Temporary Signs Advertising Real Estate for sale or Identifying Developer or Builder
- Face Changes

*a conditional use permit is required*

*a sign permit is not required for:*

- Political signs
- Garage/ Yard Sale
- Sign for home occupation
- For Sale, Lease or Rent (residential only)
- Signs less than 10 sq. ft.
- Real Estate Open House
- Temporary Sign for special public or institutional even
- Non-Illuminated Window (cannot exceed 25% of window square footage)

*prohibited signs:*

- Portable Signs, banners, penants, streamers, flashing lights, "A"frame, air activated devices
- Signs or advertising on any natural features
- Signs on Fences
- Signs resembling an official sign, signal or device
- Signs mounted or painted on the roof of any building or structure

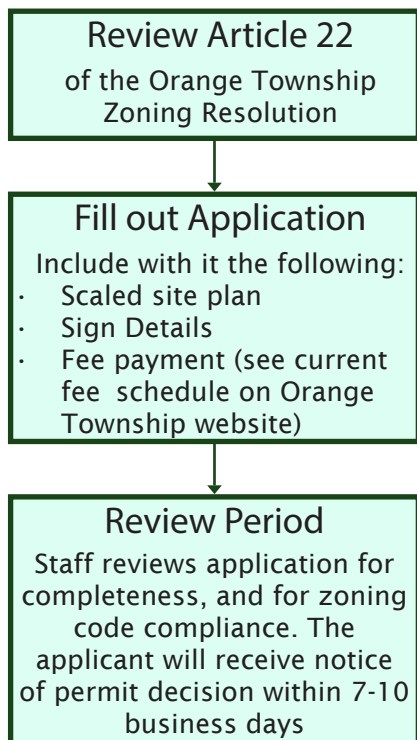
*what to know about temporary signs:*

- A permit may be required
- If permitted, it is valid for up to 6 months; at which point it either needs to be removed or renewed
- Grand openings require permit: valid for 15 days
- Must adhere to Article 22 standards
- Sign must be outside of ROW (15 feet)

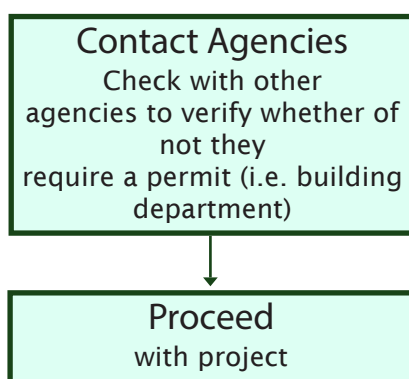
## THE PROCESS OF OBTAINING A PERMIT



*if a permit is required*



*if a permit is not required*



## CONTACT LIST

### Orange Township

**Orange Township Zoning Dept.** (740) 548-5430  
Contact for inquiries, permits, & inspections

**Maintenance Dept.** (740) 548-4576  
Right-of-way inquiries

### Delaware County

**Building Dept.** (740) 833-2200  
Permits, Inspections and Occupancies