



MEMORANDUM

TO: Right of Way Division **DATE:** May 24, 2013
Outdoor Advertising Regulatory Program

FROM: Wendy Knox
Right of Way Division Outdoor Advertising Compliance Agent

SUBJECT: Outdoor Advertising Permit Applications Policy

This policy includes outdoor advertising sign permit applications for Interstate and Primary Highways and Rural Roads.

No regulatory agent has authority or ability to verbally or in writing approve a proposed permit location without department review. Any direct or inadvertent preapproval of a proposed permit location is considered invalid and is not to be relied upon. Only issuance of a permit by the department is considered approval of a proposed permit location.

Regulatory agents are not permitted to offer any kind of preapproval for proposed permit locations or assist in filling out permit applications, but agents may answer specific questions regarding regulations (e.g. What is the maximum size of a sign?).