



## POSTING OF ZONING HEARINGS

The city of Olive Branch requires site posting for all rezoning cases. Site posting instructions are as follows:

1. The sign must be posted ten (10) days prior to the date of the first public hearing. It is the responsibility of the applicant to maintain the sign until the final decision is rendered by the City of Olive Branch Mayor and Board of Aldermen.
2. Applicants may use the sign vendor of their choice.
3. Ten (10) days prior to the Planning Commission hearing the applicant must submit:
  - Notarized affidavit of posting
  - Photo of the sign posted on site

### SIGN SPECIFICATIONS

CITY OF OLIVE BRANCH (3" letters)

PUBLIC NOTICE (3" letters)

ZONING HEARING (4" letters)

OLIVE BRANCH MUNICIPAL COURT (1" letters)

6900 HIGHLAND STREET (1" letters)

OLIVE BRANCH, MS 38654 (1" letters)

PLANNING COMMISSION MEETING: TIME AND DATE: (2" Letters)

REQUEST: REZONE XX ACRES FROM YY TO ZZ (2" letters)

APPLICANT: NAME OF DEVELOPER (2" letters)

Case file is available in the Planning Department of the City of Olive Branch (2" letters)

9200 Pigeon Roost Rd

Olive Branch, MS 38654

POSTING DATE: (1" letters)

Penalty for removing or defacing sign prior to date of last meeting (1" letters)

1. Sign shall be 4' x 8' minimum size.
2. It shall be constructed of laminated plywood, MDO board, or metal.
3. The front, back, and all edges shall be painted with two coats of red acrylic exterior enamel.
4. White lettering shall be used with the above mentioned dimensions.
5. Sign shall be located on the primary road frontage, facing the road. It should also be in an obvious location, no more than 5 feet from the right-of-way line and within 20 feet of the edge of the pavement.
6. Sign shall be attached to metal posts or 4" x 4" wooden posts. Posts shall be between 8' and 10' in height.
7. An additional sign may be required for sites 5 acres and above, with multiple road frontages, at the discretion of the Director of Planning & Development.
8. If the provisions of this policy are not met, the application will be tabled or denied.

**SIGN MUST BE REMOVED FROM PROPERTY WITHIN 30 DAYS OF THE BOARD OF ALDERMEN DECISION**