General Information

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Steve Barnes – Building Inspector
Kathleen McMeen – Zoning/Codes Inspector
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CURRENT CODES OBSERVED:
2018 ICC International Building Code
2018 ICC International Residential Code
2018 ICC International Mechanical Code
2018 ICC International Plumbing Code
2018 ICC International Fire Code
2018 ICC Electrical Code
2000 ICC Energy Code
2017 National Electrical Code as referenced in the ICC Electrical Code
2018 ICC International Property Maintenance Code
City of Rolla Code
GENERAL

1. A permit is required to construct, alter, repair, move, demolish, or to change the type of occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by the appropriate Code or Ordinances of the City of Rolla. Portable storage buildings under 200 sq. ft., fences, and other items as listed exempt in the appropriate Code do not require a permit.

2. Construction documents must be submitted with a completed permit application and approved prior to a permit being issued.

3. Permits for construction shall be issued only if all other regulations and zoning restrictions are complied with as required by the City of Rolla Code.

4. An elevation certificate will be required for construction in a floodplain at the time of permit application.

5. Excavation permits are required for all excavation in the City right-of-way.

6. All commercial projects shall be reviewed for storm water issues by Public Works prior to issuing a permit. Any development requiring more than 1 acre will also require a land disturbance permit. For more information, please contact the Public Works Department.

7. Construction may not commence until all permits have been issued.
8. Permit holders are responsible for obtaining all required inspections. Please call (573) 364-5333 for inspections. A two-hour minimum notice is requested to ensure proper inspection coordination.

9. All contractors and/or subcontractors are required to obtain a City of Rolla Business License prior to performing any work. Please contact the Finance Department for further information at (573) 426-6982.

What You Will Need to Obtain a Building Permit:
1. Two complete sets of plans will need to be submitted for residential construction and three sets are required for commercial projects. An additional set of civil drawings is also required for storm water review by Public Works. There is also a mechanical and electrical spec. sheet on what will need to be completed and submitted with residential projects. Construction documents for commercial projects are required to be signed, sealed, and dated by the appropriate design professional in accordance with RsMO Chapter 327, Missouri Law Regulating the Practice of Architecture, Professional Engineering, and Land Surveying.
2. Plot Plan- must show lot dimensions, building footprint with dimensions, and dimensions from building to property lines and all other buildings on the property.
3. Foundation Plan- show footing, foundation walls, and beam and pier locations with dimensions. Also, show frost walls where applicable.
4. **Floor Plan** - identifies and gives dimensions of all rooms. Include and provide **dimensions of all doors and windows**.

5. **Wall Section** - show typical wall section from footing through roof and label all **materials and provide spacing**.

6. **Elevations** - provide elevation view of at least two sides, four side views however is preferred.

7. Commercial construction will also require civil, structural, electrical, mechanical and plumbing plans, as well as all material specifications, to be submitted.

8. Proof of ownership or a notarized permission letter from the current owner will be required for construction on all newly purchased property that has not yet been recorded with the Phelps County Recorder of Deeds.

9. A copy of the manufacturer's installation instructions is required to be provided for all prefabricated fireplaces.

10. A completed permit application must accompany all construction documents.

11. Sign permit applications for attached signs must be accompanied by an elevation view of the building with sign location and dimensions shown as well as the dimension of the building fronting on a street. Complete plans, including a site plan showing all other detached signs on the property, must be provided for all detached signs. Detached signs over ten feet in height are required to be designed by a State of Missouri Registered Engineer.

12. Manufacturer's installation instructions are required to be provided for all pre-manufactured swimming pools, hot tubs or spas. A site plan showing location of
the pool with dimensions is also required for pool permits.

13. Mobile or manufactured home permit applications require the submittal of the manufacturer's set-up specifications in addition to a site plan. In the absence of the manufacturer's instructions, set-up shall be in accordance with the Missouri Public Service Commission regulations pertaining to manufactured housing.

14. All suspended slabs are required to be designed by a State of Missouri Registered Engineer.

Required Inspections and Scheduling

Please phone the Community Development Department @ (573) 364-5333 to schedule inspections. Schedule inspections a minimum of two (2) hours in advance and do not proceed with any further work until the required inspections have been conducted and approved.

Below are examples of the required inspections and when to call for inspection. Some circumstances might require special inspections or other inspections not listed. Please check with the inspector to see if any other inspections are required. The permit card and the approved plans are required to remain on the job site and must be present to receive inspections.

Footing- Once excavation and footing forming is complete and prior to any placement of concrete.

Foundation- Upon completion of all forming and the required steel is in place and prior to any placement of concrete.
Under-Slab Plumbing- After all building drain piping and water piping (if applicable) is complete and the required pressure test is on.

Rough Framing, Electrical, Mechanical and Plumbing- Once all work is complete, required pressure test is on, and prior to placement of any insulation or drywall.

Suspended Slab- Inspection shall be done after all forming and required steel reinforcement is in place.

Electric Service or Temp. Electric- After meter base, panel or disconnect, mast or underground conduit and or wiring is installed and ready to energize. Burial depths for underground services must be inspected prior to backfilling.

Sewer or Water Connection- This inspection is made once all piping is installed and prior to backfilling.

Occupancy- Must be inspected prior to occupying building or structure.

Final- Whenever all construction, final grading, testing or other unfinished items are completed and the building is finished. The required construction deposit will only be returned after this inspection is approved under a valid permit.

Demolition- Once utilities have been disconnected and capped and left uncovered; an inspection is required before proceeding with demolition of the structure. After the demolition is complete, another inspection is required to make sure sewer connection is capped, and final grading is completed.

NOTE: The disposal of demolition waste is regulated by the Missouri Dept. of Natural Resources under Chapter 260, RsMo. Demolition
waste must be disposed of in accordance with this Statute. Please contact the DNR in regards to any possible hazardous waste and disposal.

**Adopted Code Amendments**

**International Building Code**

101.1 **Title** is hereby amended by inserting the words “City of Rolla, Missouri.”

105.2 **Work exempt from permit:** Change the following:

**Building:**

1. One-story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided that the floor area is not greater than 200 square feet

7. Roof covering, siding, painting, papering, tiling, carpeting, cabinets, countertops, and similar finish work.

105.5 **Expiration:** Every permit issued shall be valid for one year after issuance unless work authorized by the permit is not commenced within 180 days after its issuance, or if the authorized work is suspended or abandoned for a period of 180 days after the time the work is commenced. At that time the permit would become void and re-application would need to be made. A one-time, one-year extension of a valid permit may be obtained at the cost of one half of the original permit fee.
Permit Fee Schedule:

**THE ROLLA COMMUNITY DEVELOPMENT DEPARTMENT PRESENTS OUR NEW:**

**BUILDING PERMIT FEE SCHEDULE**

**2018 SQUARE FOOT CONSTRUCTION COSTS**

<table>
<thead>
<tr>
<th>Group (2018 International Building Code)</th>
<th>IA</th>
<th>IB</th>
<th>IIA</th>
<th>IIB</th>
<th>IIIA</th>
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**New Construction-** Current IBC Permit Fee Schedule is: (gross area x construction value x .0022) = permit fee. The permit fee multiplier shall be increased annually, effective January 1st, by 0.0001 until a minimum 50% recapture rate is achieved by the **Community Development Department** in cost related to building inspections and property maintenance.
When construction has commenced or has been completed without a permit, the permit fee shall be twice the original amount to cover the additional inspections and the time necessary to ensure compliance with the code. When construction has begun under the authorization of a permit, but the permit holder has failed to obtain the required inspection, and the construction has passed the stage in which the inspection cannot be reasonably done, then an additional 25% of the original permit fee ($25 minimum) will be charged. A $200 deposit will be required on all residential permits and a $500 deposit for commercial construction permits when the construction value has been determined to be greater...
than $2,500.00. This deposit shall be refunded after final inspection has been approved under a valid and current permit. Should the permit expire or the final inspection is not obtained and approved within this time frame, the deposit shall be forfeited.

114.4 Violation Penalties: Any person who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, construct, alter or repair a building or structure in violation of an approved plan or directive of the code official, or of a permit or certificate issued under the provisions of this code, shall be guilty of a misdemeanor, punishable by a fine of not more than $500.00, or by imprisonment not exceeding 90 days; or both such fine and imprisonment. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

115.3 Unlawful Continuance: Any person who shall continue any work in or about the structure after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe conditions, shall be liable to a fine of not less than $50.00 or more than $500.00.

903.2.8.1 Exceptions:

a) An automatic sprinkler system shall not be required in Group R as adopted by Missouri State Statute 67.281 “Any governing body of any political subdivision that adopts the 2009 International Residential Code for One- and
Two-Family Dwellings or a subsequent edition of such code without mandated automatic fire sprinkler systems in Section R313 of such code shall retain the language in section R317 of the 2006 International Residential Code for two-family dwellings (R317.1) and townhouses (R317.2).

b) An automatic sprinkler system shall not be required in Group R when the habitable space is less than 3,750 sq. ft. for a three-unit multiple family home (Three-Plex), or less than 5,000 sq. ft. for a four unit multiple family home (Four-Plex), and no more than one story above grade. Each individual apartment must be constructed with a 1-hour fire separation between individual units and all garage areas must be protected by a one hour fire separation

International Mechanical Code
101.1 Title is hereby amended by inserting the words "City of Rolla, Missouri."

106.4.3 Expiration: Every permit issued shall be valid for one year after issuance unless work authorized by the permit is not commenced within 180 days after its issuance, or if the authorized work is suspended or abandoned for a period of 180 days after the time the work is commenced. At that time the permit would become void and re-application would need to be made. A one-time, one-year extension of a valid permit may be obtained at the cost of one half of the original permit fee.
106.5.2 **Fee Schedule:** Refer to fee schedule provided in Section 108.7 of the International Building Code.

108.4 **Violation Penalties:** Any person who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, construct, alter or repair a building or structure in violation of an approved plan or directive of the code official, or of a permit or certificate issued under the provisions of this code, shall be guilty of a Misdemeanor, punishable by a fine of not more than $500.00, or by imprisonment not exceeding 90 days; or both such fine and imprisonment. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

108.5 **Unlawful Continuance:** Any person who shall continue any work in or about the structure after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe conditions, shall be liable to a fine of not less than $50.00 or more than $500.00.

**International Plumbing Code**

101.1 **Title** is hereby amended by inserting the words “City of Rolla, Missouri.”

106.5.3 **Expiration:** Every permit issued shall be valid for one year after issuance unless work authorized by the permit is not commenced within 180 days after its issuance, or if the authorized work is suspended or
abandoned for a period of 180 days after the time the work is commenced. At that time the permit would become void and re-application would need to be made. A one-time, one-year extension of a valid permit may be obtained at the cost of one half of the original permit fee.

106.6.2 Fee Schedule: Refer to fee schedule provided in Section 108.7 of the International Building Code.

108.4 Violation Penalties: Any person who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, construct alter or repair a building or structure in violation of an approved plan or directive of the code official, or of a permit or certificate issued under the provisions of this code, shall be guilty of a Misdemeanor, punishable by a fine of not more than $500.00, or by imprisonment not exceeding 90 days; or both such fine and imprisonment. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

108.5 Unlawful Continuance: Any person who shall continue any work in or about the structure after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe conditions, shall be liable to a fine of not less than $50.00 or more than $500.00.

903.1 Roof Extension: Insert the number 12 inches.
918.1 **Air Admittance Valves**: Air admittance valves shall only be allowed in remodel or modification of the existing plumbing system when the vent cannot connect into the existing vent system or terminate to the outside.

**International Residential Code**

R101.1 **Title**: is hereby amended by inserting the words “City of Rolla, Missouri.”

R105.2 **Work Exempt from Permit**
Building:
6. Roof covering, siding, painting, papering, tiling, carpeting, cabinets, countertops, and similar finish work.

R105.5 **Expiration**: Every permit issued shall be valid for one year after issuance unless work authorized by the permit is not commenced within 180 days after its issuance, or if the authorized work is suspended or abandoned for a period of 180 days after the time the work is commenced. At that time the permit would become void and re-application would need to be made. A one-time, one-year extension of a valid permit may be obtained at the cost of one half of the original permit fee.

R108.2 **Fee Schedule**: Refer to fee schedule provided in Section 108.7 of the International Building Code.

R113.4 **Violation Penalties**: Any person who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect,
construct alter or repair a building or structure in violation of an approved plan or directive of the code official, or of a permit or certificate issued under the provisions of this code, shall be guilty of a misdemeanor, punishable by a fine of not more than $500.00, or by imprisonment not exceeding 90 days; or both such fine and imprisonment. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

R114.2 **Unlawful Continuance:** Any person who shall continue any work in or about the structure after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe conditions, shall be liable to a fine of not less than $50.00 or more than $500.00.

R323.1 **Location Required:** Change the following: 2. All sills or plates that rest on concrete or masonry.

R318.2 **Chemical Soil Treatment:** The concentration, rate of application and treatment method of the termiticide shall be consistent with and never less than the termiticide label. When chemical protection against termites is used, a certificate or proof of treatment from a licensed exterminator will be required.

R502.3.1 **Sleeping Areas and Attic Joist:** Delete.

G2432 **Log Lighters:** Delete and replace with “*Not allowed.*”
P3102.1 **Required Vent Extension:** Every building shall have a main vent a minimum of three (3) inches in diameter that is either a vent stack or stack vent. Such vent shall run undiminished in size and as directly as possible from the building drain through to the open air above the roof. All other vent extensions to the outside shall be not less than two (2) inches in diameter.

P3103.1 **Roof Extensions:** All open vent pipes which extend through a roof shall be terminated at least twelve (12) inches above the upslope side of the penetration, except that where a roof is to be used for any purpose other than weather protection, the vent extension shall be run at least 7 feet above the roof.

P3114.3 **Where Permitted:** Air admittance valves shall only be allowed in remodel or modification of the existing plumbing system when the vent cannot...
connect into the existing vent system or terminate to the outside.

**ICC Electrical Code**

101.1 **Title** is hereby amended by inserting the words “City of Rolla, Missouri.”

403.2 **Expiration:** Every permit issued shall be valid for one year after issuance unless work authorized by the permit is not commenced within 180 days after its issuance, or if the authorized work is suspended or abandoned for a period of 180 days after the time the work is commenced. At that time the permit would become void and re-application would need to be made. A one-time, one-year extension of a valid permit may be obtained at the cost of one half of the original permit fee.

404.2 **Fee Schedule:** Refer to fee schedule provided in Section 108.7 of the International Building Code.

1003.1 **Penalties:** Any person who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, construct alter or repair a building or structure in violation of an approved plan or directive of the code official, or of a permit or certificate issued under the provisions of this code, shall be guilty of a Misdemeanor, punishable by a fine of not more than $500.00, or by imprisonment not exceeding 90 days; or both such fine and imprisonment. Each day that a violation continues after due notice has been served shall be deemed a separate offense.
1004.3 **Unlawful Continuance:** Any person who shall continue any work in or about the structure after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe conditions, shall be liable to a fine of not less than $50.00 or more than $500.00.

**City of Rolla Code**

**Sec. 10-22. Service Connections:**
All exposed conduits to the Utility Company’s supply side of the meter base shall be rigid heavy-wall steel.

**Sec. 10-23. Ground Wire Required:**
All electrical systems in any structure within the city shall have an independent ground wire installed with such electrical system; and copper twelve (12) gauge shall be the minimum wire size for branch circuit receptacle outlets. Fourteen (14) gauge copper wire shall be allowed for residential fifteen amp lighting circuits.

**International Fire Code**

101.1 **Title** is hereby amended by inserting the words “City of Rolla, Missouri.”

105.3.1 **Expiration:** Every permit issued shall be valid for one year after issuance unless work authorized by the permit is not commenced within 180 days after its issuance, or if the authorized work is suspended or
abandoned for a period of 180 days after the time the work is commenced. At that time the permit would become void and re-application would need to be made. A one-time, one-year extension of a valid permit may be obtained at the cost of one half of the original permit fee.

106.4 **Fee Schedule:** Refer to fee schedule provided in Section 108.7 of the International Building Code.

109.3 **Violation Penalties:** Any person who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, construct alter or repair a building or structure in violation of an approved plan or directive of the code official, or of a permit or certificate issued under the provisions of this code, shall be guilty of a Misdemeanor, punishable by a fine of not more than $500.00, or by imprisonment not exceeding 90 days; or both such fine and imprisonment. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

**Exceptions:**

**903.2.8.1**

a) An automatic sprinkler system shall not be required in Group R as adopted by Missouri State Statute 67.281 “Any governing body of any political subdivision that adopts the 2009 International Residential Code for One- and
Two-Family Dwellings or a subsequent edition of such code without mandated automatic fire sprinkler systems in Section R313 of such code shall retain the language in section R317 of the 2006 International Residential Code for two-family dwellings (R317.1) and townhouses (R317.2).

(b) An automatic sprinkler system shall not be required in Group R when the habitable space is less than 3,750 sq. ft. for a three unit multiple family home (Three-Plex), or less than 5,000 sq. ft. for a four unit multiple family home (Four-Plex), and no more than one story above grade. Each individual apartment, must be constructed with a 1-hour fire separation separating individual units and all garage areas must be protected by a one hour fire separation.

3301.1.3 Fireworks
(a) Any individual or organization may discharge fireworks as herein defined, without permit, on the 1st, 2nd, 3rd, 4th and 5th days of July.
(b) No fireworks shall be discharged within 50 feet of any stand, booth, or other location where fireworks are being sold.
(c) Every person who shall sell fireworks in accordance with this Chapter shall post notice at his place of sale warning that no fireworks shall be discharged within 50 feet of such place of sale as per city ordinance and shall post notice that fireworks may be discharged within the city limits on July 1st, 2nd, 3rd, 4th and 5th.
Construction Design Requirements
Climatic and Geographic Design Criteria
Roof Snow Load:  20 psf.
Wind Load:  75mph  (90mph  @  3 second gust)
Seismic Category:  C
Weathering:  Severe
Frost Depth:  24"
Termite:  Moderate to Heavy
Decay:  Slight to Moderate
Winter design temperature 0° to 10° F

Minimum Uniformly Distributed Live Loads - Residential
Exterior Balconies:  60 psf
Decks:  40 psf
Fire Escapes:  40 psf
Attics without Storage:  10 psf
Attics with Storage:  20 psf
Vehicle Garages:  50 psf Elevated garage floors shall be capable of supporting a 2,000 lb. load over a 20 sq. inch area.

Rooms:  40 psf

Stairs:  40 psf or a 300-lb. load over a 4-inch area, whichever produces the greatest stress

Guardrails & Handrails:  200 lb. concentrated load applied at any point along the top in any direction.
Working Hours, Moving of Buildings and Sewer Connection

Working Hours
The erection excavation, demolition, alteration or repair of any building in any residential district is limited between the hours of 7:00 a.m. and 9:00 p.m. except in case of urgent necessity in the interest of public health and safety, and then only with a permit from the city engineer.

Moving of Buildings
Any person desiring to move any structure over, along or through the public streets or thoroughfares of the city shall obtain a permit from the city engineer.
Sewer Connection:
No permit required by this Chapter shall be issued and no sewer connection made until the owner or owners of the land to be served by such connections, or someone for him or them, shall have paid to the City, the appropriate fee as provided as follows:

(a) Single dwelling or mobile home: $150.00 per unit

(b) Duplex and apartment building: $75.00 per unit

(c) Rooming Houses, Dormitories, Fraternities, Motels, Hotels, Convalescent Homes, Hospitals and similar uses:

5 to 11 occupants: $150.00
12 to 74 occupants: $300.00
75 to 99 occupants: $420.00
100 to 149 occupants: $600.00
150 to 199 occupants: $840.00
200 to 399 occupants: $1,200.00
400 occupants and over: $2,400.00

(d) Single (commercial, office, retail or wholesale) business: $150.00
(e) Multi-(commercial, office, retail or wholesale) business: $150.00
Each additional set of facilities over one: $75.00
(f) Industrial uses: Warehouses and similar uses for the first five thousand (5,000) square feet $150.00
plus an additional fee for each additional five
thousand square feet (5,000) or portion thereof: $75.00
(g) Assembly uses: Theaters, night clubs, restaurants, lecture halls, recreation centers, terminals, schools, churches, eleemosynary, religious and educational institutions and similar use.

Based on capacity:
First seventy-five persons: $150.00.
For each additional one hundred persons or fraction thereof: $150.00

(Ord. 2197, §1; Ord. 2886, §3; Ord. 3422, §2)

Exhibits
See attached exhibits for permit applications, plan requirements, windows, addressing, decks, residential electric, residential setbacks, driveway accessibility standards.
Contact information for Missouri One Call System.
1. SITE ADDRESS: ____________________________

2. OWNER/OCCUPANT:
   Name: ____________________________________
   Address: __________________________________
   Phone: ____________________________________
   Email: ____________________________________

3. THIS PERMIT WILL BE PAID BY:  □ OWNER  □ OCCUPANT  □ CONTRACTOR

4. STRUCTURE CLASSIFICATION:  □ COMMERCIAL (includes Multi-Unit)  □ RESIDENTIAL

5. TYPE OF IMPROVEMENT:  □ NEW BUILDING  □ REMODEL/REPAIR/MODIFICATION  □ ADDITION
   (Please check all that apply)
   □ Attached Garage  □ Storage Building  □ In-Ground Pool  □ Deck
   □ Detached Garage  □ Portable Storage Building  □ Above Ground Pool  □ Carport

   ELECTRICAL SERVICE:
   □ New Service  □ Upgrade Existing Service

   SIGN:
   □ Wall Sign  □ Freestanding  □ Projecting  □ Roof/Other

   SYSTEM MODIFICATIONS:
   □ Electrical  □ Mechanical  □ Plumbing  □ Water/Sewer  □ Demolition

6. CONDITIONS OF PERMIT APPLICATION:
   All necessary information requested by the Code Official shall be provided to insure for a complete plan review of my proposed project. Approval of construction documents does not release the builder from complying with all codes and ordinances adopted by the City of Rolla. Per Chapter 227, SS&L, Plans may require a Missouri-registered Architect and/or Engineer Seal on all plans. Our department must approve all changes from the approved construction documents. The permit shall be valid for one year and shall become invalid if the authorized work is not commenced within six months after issuance of a permit, or if the authorized work is suspended or abandoned for a period of six months after the time of issuing the permit. Demolition permits are valid for three months and will also become invalid if work is not completed. I certify that I have read and fully understand these conditions.

Print Name of Owner or Authorized Agent: ____________________________
Signature: ____________________________ Date: ________________

* Please visit the City of Rolla website for a full, downloadable version of our applications.
BUILDING PERMIT APPLICATION

7. REQUIRED PLANS:

- RESIDENTIAL: Please submit 2 complete sets of the following:
- COMMERCIAL: Please submit 3 complete sets of the following:

Note: Commercial plans are required to be signed and sealed by a State of Missouri Registered Architect and/or a Registered Engineer. Commercial plans will also require plumbing, electrical, mechanical and structural plans.

☐ Site Plan: An outline of your property showing all property lines with dimensions. Also provide building location on your property with dimensions of building footprint and dimensions from building to property line.

☐ Electrical & Mechanical Spec. Sheet: Fill out application.

☐ Footing and Foundation Plan: Showing footing & foundation of building and also beam & pier location, size and spacing.

☐ Floor Plan: Label all rooms and include dimensions. Show window locations, as well as kitchen and bath layout.

☐ Wall Section: Show typical section from footing through roof and label all materials used and spacing.

☐ Elevation: Show (at least) a front and right side view of home.

OFFICE USE ONLY

ZONING INFORMATION

ZONING: ___________ FRONT SET BACK: ___________ REAR SET BACK: ___________ SIDE SET BACK: ___________

PLAN REVIEW INFORMATION

NUMBER OF BUILDINGS: ___________ NUMBER OF UNITS: ___________ ATTACHED DETACHED

USE GROUP: ___________ TYPE OF CONSTRUCTION: ___________ ESTIMATED COST: ___________

BUILDING/DWELLING SF: ___________ GARAGE: ___________ UF BASEMENT: ___________ F BASEMENT: ___________

REVIEWED BY: ___________ DATE: ___________ FLOOD PLAIN: ___________

PERMIT TO: _____________________________________________

PERMIT FEE $: ___________
Sewer Connection & Tapping Fee $: ___________
Sewer Access Fee $: ___________
Excavation Deposit $: ___________ □ Driveway □ Sewer Line
Final Deposit $: ___________

Total Fees $: ___________
NAME: ____________________________________________

ADDRESS: ____________________________________________

DATE: ____________________________________________

Please Check All That Apply

**Rooms Work Is To Take Place In:**
- [ ] Basement
- [ ] 1 Bedroom
- [ ] 2 Bedroom
- [ ] Bathroom
- [ ] 3 Bedroom
- [ ] 4 Bedroom
- [ ] Master Bath
- [ ] Living Room
- [ ] Exterior
- [ ] Other

**Electrical and Mechanical:**
- [ ] New or upgrade of electric service
- [ ] Installing smoke detectors
- [ ] Installing new furnace
- [ ] Installing new fireplace or heating stove
- [ ] Installing bathroom exhaust fan
- [ ] Other _____________
- [ ] Adding or replacing electric circuit(s)
- [ ] Adding or relocating receptacles or switches
- [ ] Installing new AC condenser
- [ ] New chimney or vent
- [ ] Installing or replacing range hood
- [ ] Installing or relocating non-load bearing walls
- [ ] Replacing deck, porch, stairs or railing
- [ ] New attached garage or carport
- [ ] Installing or relocating load bearing walls or beams
- [ ] Altering or relocating existing window or door openings to accommodate new window or door

**Framing**
- [ ] New deck, porch, or stairs
- [ ] Addition
- [ ] Detached garage, carport or storage building
- [ ] Replacing or repairing damaged: [Circle below]
  - Floor joist
  - Stud
  - Beam
  - Header
  - Ceiling joist
  - Rafters or Trusses
  - Sheathing

**Plumbing**
- [ ] Installing or replacing water heater
- [ ] Installing new water or DWV piping
- [ ] Installing or replacing backflow device
- [ ] Relocating existing plumbing fixture(s)
- [ ] Other _____________
- [ ] Replacing existing water or DWV piping
- [ ] Installing or replacing gas piping
- [ ] Installing new plumbing fixtures
- [ ] Installing new sump pump

**Additional Information**

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**Residential Emergency Escape Window**

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Formulas for Window Size (Clear Opening):

- Egress window (one in each bedroom)
- H x W - 144 sq. ft. of opening
BUILDING PERMIT INFORMATION

REQUIRED PLANS

Residential - Please submit two (2) complete sets of the following:

Commercial - Please submit four (4) complete sets of the following:

Note: Commercial plans are required to be signed and sealed by a State of Missouri Registered Architect and/or a Registered Engineer. Commercial plans will also require plumbing, electrical, mechanical, and structural plans.

Site Plan – An outline of your property showing all property lines with dimensions. Also show building location on property with dimensions of building footprint and dimensions from building to property line.

Footing and Foundation Plan - Show footing and foundation of building and also beam and pier location, size, and spacing.

Floor Plan - Label all rooms and include dimensions. Also show window locations and kitchen & bath layout.

Wall Section - Show typical section from footing through roof and label materials used and spacing.

Elevation - Show at least a front and right side view of home.
DECK FRAMING PLAN

2 X Beam
2 - 2 X

1/2" carriage bolts w. nuts and washers or equiv.

24" min.

solid concrete footing

12" min.

12" min.

Width of footing is determined by loading formula

Post must rest ON concrete, not in the concrete.
Concrete must rest on solid, undisturbed soil.

DECKING

jolts 2 X

ledger LAG BOLT TO HOUSE

door threshold

house wall
A. **Post footing depth:** 24” minimum

B. **Steps:**
   - Riser Minimum: 7 - 3/4”
   - Tread Minimum: 10”

C. **Stair Guardrail Height:** 34” minimum measured from tread to toe when total stair rise exceeds 30” or above

D. **Porch, balcony or raised floor guardrail height:** 36” minimum when walking surface exceeds 30”

E. **Guardrail intermediate openings:** 4” maximum

A. **Handrail (needed if 2 or more risers):**
   - Height: 38” maximum
     - 34” minimum
   - Grip size: Diameter: 1-1/4” to 2-6/8”
   - Circumference: 4” to 6-1/4” with the largest cross-section dimension not exceeding 2-1/4”
   - Stand-off: Not less than 1-1/2”

   Return to post or wall at each end.

B. **Stairway width:**
   - Above handrail: 36” wide minimum
   - Below handrail: 31-1/2” wide minimum
City of Rolla
Residential Fence Regulations

Note:
See Reverse Side For Additional Fencing and Screening Requirements.

Typical Lot
Rear Yard
Fences not exceeding 7' are permitted

Corner Lot
Rear Yard
Fences not exceeding 7' are permitted

Side Yard
Fences not exceeding 7' are permitted

Front Yard
Fences not exceeding 4' and 50% screening are permitted

Side Yard (Corner Lot)
Fences not exceeding 4' and 50% screening are permitted

House

Sidewalk / Trail
Street

Public Right of Way
(no fences permitted)
NOTE:
1) Temp. service poles must be braced and provided with GFCI protection.
2) All equipment must be weatherproofed and rated for wet locations.
3) Ground conductor may attach to a pole ground in lieu of using a Grounding Rod.
EXCAVATION PERMIT
$750.00

ADDITIONAL CHARGES MAY BE APPLIED BASED ON ASPHALT QUANTITY

Curb and gutter
SEE STD DETAIL 202

Sidewalk cross slope
2% MIN.
SEE STD DETAIL 204

ADDITIONAL CHARGES MAY BE APPLIED IF RESTORATION IS NOT RESTORED IN 7 DAYS FOR CONC. OR 30 DAYS FOR DIRT WORK. TIME MAY BE EXTENDED BASED ON SIZE OF REPAIR AND WEATHER CONDITIONS. CHARGES MAY BE INCREASED DEPENDING ON SIZE OF REPAIR. DIRT RESTORATION SHALL BE COMPLETED IN R.O.W. WITHIN 30 DAYS OF EXCAVATION OR A $200 CHARGE WILL BE BILLED TO PERMIT HOLDER.

NOTES:

FOR CURB, DRIVE APRON AND SIDEWALK INSPECTIONS CALL THE PUBLIC WORKS DEPARTMENT AT 573–364–8659.

24 HOUR NOTICE TO PUBLIC WORKS DEPARTMENT IS REQUIRED BEFORE EXCAVATION BEGINS IN RIGHT OF WAY.

CONTRACTOR SHALL PROVIDE ALL SIGNS AND BARRICADES.

REFUNDS OR ADDITIONAL FEES WILL BE BASED ON MATERIAL CALCULATIONS AFTER THE EXCAVATED AREA IS COMPLETELY RESTORED TO GOOD OR BETTER CONDITION AS ORIGINAL.

DIRT RESTORATION SHALL BE COMPLETED IN R.O.W. WITHIN 30 DAYS OF EXCAVATION OR A $200 PENALTY WILL BE BILLED TO PERMIT HOLDER.

OPEN EXCAVATIONS WILL NOT BE ALLOWED IN STREET OVERNIGHT UNLESS PRIOR APPROVAL WAS OBTAINED FROM THE PUBLIC WORKS DIRECTOR.

FOR DRIVE APRONS REFER TO STANDARD 212.

FOR STREET PATCH DETAIL REFER TO STANDARD 102.

PERMANENT PRIVATE APPURTEANCES SHALL NOT BE INSTALLED IN OR ENCROACH ON THE CITY RIGHT-OF-WAY; I.E. LAWN SPINKLER LINES, FENCES, UNDERGROUND WIRING, ETC.

EXCAVATION PERMITS WILL BE CLOSED OUT AND REFUNDED IF NO ACTIVITY WITHIN 1 YEAR.

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CITY OF ROLLA DEPARTMENT OF PUBLIC WORKS

STREET AND SIDEWALK STD. AND SPEC. REQUIREMENTS
MINIMUM EXCAVATION DEPOSITS

STANDARD
100
NOTES:

EXCAVATION TO PROGRESS AS TO ALLOW AT LEAST A 10' MINIMUM LANE WIDTH OPEN TO TRAFFIC. UNDER NO CIRCUMSTANCES IS THE ENTIRE STREET TO BE CLOSED TO TRAFFIC.

EXCAVATION TO BE SCHEDULED AS TO BE COMPLETED DURING DAYLIGHT HOURS. UNDER NO CIRCUMSTANCES IS AN EXCAVATION TO BE LEFT UNCOVERED OVER NIGHT OR LEFT UNATTENDED.

IF AT ANY TIME A QUESTION ARISES AS TO PROPER PLACEMENT OF BARRICADES, CALL 573-364-8659 TO REQUEST ASSISTANCE.

BARRICADES MUST CONFORM TO THE "MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES". IF BARRICADES ARE NEEDED, THEY MAY BE OBTAINED FROM LOCAL EQUIPMENT RENTAL STORES.

STREET LANE RESTRICTIONS AND/OR CLOSINGS SHALL BE COORDINATED WITH THE CITY OF ROLLA STREET DEPARTMENT. CONTRACTOR IS RESPONSIBLE FOR BUT NOT LIMITED TO PROVIDING ALL TRAFFIC CONTROL SIGNAGE, LIGHTS, CONES, BARRICADES, FLAGPERSONS, AND/OR ANY DEVICE NEEDED FOR SAFE TRAFFIC CONTROL ON FEDERAL, STATE, COUNTY, AND CITY RIGHT-OF-WAYS.
INITIAL SAWCUT ON EXISTING ASPHALT TO BE WIDTH OF EXCAVATED TRENCH. TOP 4" OF TRENCH TO BE TEMPORARY COLD MIX ASPHALT PATCH. COLD MIX MAY BE OBTAINED FROM CITY PERSONNEL BY CONTACTING THE PUBLIC WORKS DEPARTMENT AT 573-364-8659.

FINAL SAWCUT ON EXISTING ASPHALT 1' PAST EACH SIDE OF TRENCH FOR PERMANENT PATCH

4" MIN OR MATCH EXISTING PAVEMENT THICKNESS

FULL DEPTH 1" CLEAN CRUSHED STONE

4" OF COMPACTED 1" MINUS BASE ROCK

SEE STANDARD 305 FOR BEDDING DETAIL AND GRADATION

NOTES:

24 HOUR NOTICE TO PUBLIC WORKS DEPARTMENT IS REQUIRED BEFORE DIGGING IN THE RIGHT OF WAY.

BP1 ASPHALTIC CONCRETE SHALL BE COMPACTED IN PLACE IN MAXIMUM LIFTS OF 3 INCHES.
NOTES:

24 HOUR NOTICE TO PUBLIC WORKS DEPARTMENT IS REQUIRED BEFORE DIGGING IN THE RIGHT OF WAY.

PORTLAND CEMENT CONCRETE REQUIRES A MINIMUM OF 4 HOURS CURING TIME BEFORE BEING OPENED TO TRAFFIC. SURFACE SHALL BE BROOM FINISHED.

PDF FILE AVAILABLE AT www.rollacity.org/pubworks/drawings.shtml
6" 6 BAG MIX CONCRETE ON 6" OF 1" CRUSHED STONE OR ALTERNATE 4" 6 BAG MIX CONCRETE REINFORCED WITH #4 REBAR 12" O.C. E/W ON COMPACTED BASE

LIGHT BRUSH FINISH

NOTES:

ROLLOVER CURB TO BE APPROVED ON CASE BY CASE BASIS UPON PWD APPROVAL.

USE OF ROLLOVER CURB WILL REQUIRE ADDITIONAL STORM SEWER INLETS. REFER TO SECTION 3.10 OF THE CITY'S STORM WATER DESIGN STANDARDS, TABLE 3–6, FOR ALLOWABLE GUTTER FLOW AND SPREAD LIMITS.

CONCRETE SHALL BE 6 BAG MIX (4,000 PSI) WITH SLUMP TEST LIMITS OF NOT LESS THAN 1 INCH NOR MORE THAN 4 INCHES.

WHERE CURB IS PLACED WITHOUT STREET IMPROVEMENT, A MIN, OF 6 INCHES BASEROCK IS REQUIRED AT NOT LESS THAN 95% STANDARD PROCTOR TEST AT OPTIMUM MOISTURE CONTENT.

1/2" PREMOLDED EXPANSION JOINT PLACED EVERY 100 FT. (MIN.) THROUGH ENTIRE CROSS SECTION OF CURB.

CONSTRUCTION JOINTS SHALL BE PLACED EVERY 10 FT.

FRAME AND GRATE ASSEMBLY SHALL BE NEENAH R–3501–TR OR –TL (DEPENDING ON FLOW DIRECTION) OR APPROVED EQUAL IF INLET FALLS IN DRIVEWAY.

PDF FILE AVAILABLE AT www.rollacity.org/pubworks/drawings.shtm
NOTES:

SUBGRADE AND AGGREGATE BASE SHALL BE COMPACTED TO NOT LESS THAN 95% STANDARD PROCTOR TEST AT OPTIMUM MOISTURE CONTENT.

CROWN NOT LESS THAN 4 INCHES NOR MORE THAN 6 INCHES.

*NO SIDEWALKS WILL BE REQUIRED ON RESIDENTIAL CUL-DE-SAC STREETS THAT ARE LESS THAN 600 FEET IN LENGTH AND HAVE NO MORE THAN 15 LOTS OR DWELLING UNITS.

**NO SIDEWALKS WILL BE REQUIRED ON ESTATE LANES WITH LARGE LOTS 25,000 SQUARE FEET, RESIDENTIAL SUBDIVISIONS WITH 10 LOTS OR MORE WITH A MINIMUM PER LOT FRONTAGE OF 150 FEET.

SUBGRADE MUST BE PROOFROLLED PRIOR TO INSTALLATION OF AGGREGATE MATERIAL. AGGREGATE MATERIAL MUST BE PROOFROLLED PRIOR TO ASPHALT INSTALLATION. PROOFROLLING SHALL BE DONE BY CITY PERSONNEL.
NOTES:

CONCRETE SHALL BE 6 BAG MIX (4,000 PSI) WITH SLUMP TEST LIMITS OF NOT LESS THAN 1 INCH NOR MORE THAN 4 INCHES.

WHERE CURB IS PLACED WITHOUT STREET IMPROVEMENT, A MIN. OF 6 INCHES BASEROCK IS REQUIRED AT NOT LESS THAN 95% STANDARD PROCTOR TEST AT OPTIMUM MOISTURE CONTENT.

1/2" PREMOLDED EXPANSION JOINT PLACED EVERY 100 FT. (MIN.) THROUGH ENTIRE CROSS SECTION OF CURB.

CONSTRUCTION JOINTS SHALL BE PLACED EVERY 10 FT.

CONCRETE TO HAVE LIGHT BRUSH FINISH AND 1/4"R EDGE ON EXPOSED CORNERS.
EXPANSION JOINTS ARE TO BE SET EVERY 50' (MAX.) WITH 1/2" EXPANSION MATERIAL AND BE FLUSH WITH THE TOP OF THE WALK. EXPANSION MATERIAL SHALL BE SAME DEPTH AS SIDEWALK.

FILL ALL DISTURBED AREAS WITH MINIMUM 4" LIGHTLY COMPACTED TOPSOIL WITH SEED AND MULCH

SIDEWALK CROSS SLOPE SHALL BE 2.00% MAX. OR LESS TOWARD ROADWAY UNLESS OTHER APPROVED BY DEPT OF PUBLIC WORKS. SLOPE MUST ALLOW FOR APPROPRIATE DRAINAGE.

SECTION A-A

NOTES:

6 BAG CONCRETE MIX (4,000 PSI) SHALL BE USED ON ALL SIDEWALK.

ALL FILL UNDER SIDEWALK SHALL BE TO 95% COMPACTION NONORGANIC MATERIAL APPROVED BY DEPARTMENT OF PUBLIC WORKS.

WHEN CROSSING THE WIDTH OF A DRIVEWAY, SIDEWALK SHALL BE 6" THICK CONCRETE WITH 6" OF 1" CLEAN ROCK UNDERNEATH.

CONCRETE TO HAVE LIGHT BRUSH FINISH AND 1/4"R EDGE ON EXPOSED CORNERS.

PDF FILE AVAILABLE AT www.ROLLacity.org/pubworks/drawings.shtm
OPTION A

1V:12H MAX.
VARIABLE HEIGHT CURB (OPTIONAL)
RAMP ≤ 5'

EXISTING CURB
VARIABLE HEIGHT CURB

(1) 2.00% MAXIMUM

OPTION B

1V:12H MAX.
VARIABLE HEIGHT CURB (OPTIONAL)
RAMP ≥ 5'

EXISTING CURB
VARIABLE HEIGHT CURB

5% MAX. OR MATCH STREET GRADE
SAWCUT (NO DIRECT PAYMENT)

ADJUST LOCATION OF
JOINT TO MEET 5% RUNNING SLOPE AND 2% CROSS SLOPE

OPTION C

1' TYPICAL
1V:12H MAX.

5' x 5' LANDING; 2.00% MAX. SLOPE ANY DIRECTION

5' WIDE SIDEWALK

5' WIDE SIDEWALK

CITY OF ROLLA DEPARTMENT OF PUBLIC WORKS

PERPENDICULAR HANDICAP RAMP OPTIONS A, B AND C

STANDARD 205
VARIABLE HEIGHT TYPE A RAMP

5' MINIMUM (1)

6" TO 8"

(1) 2.00% MAXIMUM

5' MIN. LANDING

RAMP

RAMP

VARIABLE HEIGHT CURB (OPTIONAL)

EXISTING CURB

VARIABLE HEIGHT CURB TIE INTO EXISTING CURB

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CITY OF ROLLA DEPARTMENT OF PUBLIC WORKS

APPROVED NUMBER E-21918

REVISED: 04/30/2018 PARALLEL HANDICAP RAMP STANDARD

STANDARD 206
BRICK MAILBOX STRUCTURES, OR MAILBOXES AND/OR POSTS CONSTRUCTED ON THE SIDEWALK IN THIS GENERAL LOCATION MUST HAVE A 48" MINIMUM WIDTH SIDEWALK SURFACE BEHIND THE STRUCTURE.

FRONT OF MAILBOX SHALL BE EVEN WITH BACK OF CURB

BOTTOM OF MAILBOX DOOR TO TOP OF CURB SHALL BE 42" TO 46"
CONCRETE SHALL BE 6 BAG MIX (4,000 PSI) WITH SLUMP TEST LIMIT OF NOT LESS THAN 2 INCHES NOR MORE THAN 4 INCHES.

AN EXCAVATION PERMIT IS REQUIRED TO DIG IN PUBLIC RIGHT OF WAY. PERMIT SHALL BE OBTAINED FROM THE CITY OF ROLLA COMMUNITY DEVELOPMENT DEPARTMENT AT (573) 364-5333. AN INSPECTION IS REQUIRED BEFORE POURING ANY CONCRETE IN PUBLIC RIGHT OF WAY. CONTACT THE CITY OF ROLLA PUBLIC WORKS DEPARTMENT AT (573) 364-8659 FOR INSPECTION.

PDF FILE AVAILABLE AT www.rollacity.org/pubworks/drawings.shtml
CONSTRUCTION JOINT 1” DEEP AND GROOVED OR SAWCUT AT END OF TAPER. FOR DRIVE APRONS EXCEEDING 12’ WIDE, CONSTRUCTION JOINTS SHALL BE EVENLY SPACED ACROSS APRON AT INCREMENTS NO GREATER THAN 12’6”. ADDITIONAL EXPANSION JOINTS SHALL BE USED IF APRON IS Poured IN SEPARATE POURS. FOR DRIVE APRONS EXCEEDING 25’ WIDE, EXPANSION JOINTS SHALL BE EVENLY SPACED ACROSS APRON AT INCREMENTS NO GREATER THAN 25’. RESIDENTIAL DRIVE APRONS EXCEEDING 24’ WIDE MUST BE APPROVED BY CITY ENGINEER.

CONCRETE PEDESTRIAN CURB 6” WIDE (TYP.) OPTIONAL DEPENDING ON SLOPE OF GROUND

SLOPE TO PREVENT DRAINAGE PROBLEM TO STRUCTURE

STANDARD CITY CURB AND GUTTER

1/2” PREMOLDED EXPANSION MATERIAL

NOTE:
WHEN INSTALLING A NEW CONCRETE DRIVE AT EXISTING CONCRETE CURB AND GUTTER, THE ENTIRE CURB AND GUTTER SECTION IN THE AREA OF THE NEW DRIVE MUST BE REMOVED BY EITHER SAWCUTTING OR REMOVING TO AN EXISTING JOINT.

CONCRETE SHALL BE 6 BAG MIX (4,000 PSI) WITH SLUMP TEST LIMIT OF NOT LESS THAN 2 INCHES NOR MORE THAN 4 INCHES.

AN EXCAVATION PERMIT IS REQUIRED TO DIG IN PUBLIC RIGHT OF WAY. PERMIT SHALL BE OBTAINED FROM THE CITY OF ROLLA COMMUNITY DEVELOPMENT DEPARTMENT AT (573) 364–5333. AN INSPECTION IS REQUIRED BEFORE POURING ANY CONCRETE IN PUBLIC RIGHT OF WAY. CONTACT THE CITY OF ROLLA PUBLIC WORKS DEPARTMENT AT (573) 364–8659 FOR INSPECTION.

PDF FILE AVAILABLE AT www.rollacity.org/pubworks/drawings.shtm

CITY OF ROLLA DEPARTMENT OF PUBLIC WORKS

APPROVED: 04/30/2018
DIRECTOR OF PUBLIC WORKS

REVISED: ADA COMPLIANT FLAT DRIVEWAY STANDARD

STANDARD 213
TRAVERSABLE FLARE
1V:10H MAX.

CROSS SLOPE OF LANDING
SHALL NOT EXCEED
2% IN ANY DIRECTION

NON-TRAVERSABLE FLARE
OR VERTICAL CURB

TRUNCATED DOME PATTERN
24" DEEP BY WIDTH OF
RAMP EXCLUDING FLARES

CURB HEIGHT
TRANSITION

SAME AS APPROACH
SIDEWALK (5' WIDE)

CROSS SLOPE OF LANDING
SHALL NOT EXCEED
2% IN ANY DIRECTION

V V V VV

1V:12 MAX.

THE COUNTER SLOPE OF THE GUTTER OR
STREET @ THE FOOT OF A CURB RAMP,
LANDING OR BLENDED TRANSITION SHOULD
BE 5% MAXIMUM.

RAMP SLOPE SHOULD BE AS FLAT
AS POSSIBLE, AND SHALL NOT
EXCEED 12V:1H (8.33%)
RAMP VARIABLE HEIGHT TYPE A CURB (OPTIONAL) 2.00% MAXIMUM EXISTING GROUNDLINE VARIABLE HEIGHT CURB FLARE (1V:10H MAX.) RAMP (1V:12H MAX.) VARIABLE HEIGHT CURB FLARE (1V:10H MAX.) VARIABLE HEIGHT CURB CROSSWALK 4'MIN. 5' MIN. 8.33% MAX. SAWCUT EXISTING GROUNDLINE VARIABLE HEIGHT TYPE A CURB 4'MIN. RAMP EXISTING PAVEMENT (1) 2.00% MAXIMUM

PDF FILE AVAILABLE AT www.ROLLACITY.ORG/PUBWORKS/DRAWINGS.SHTM

CITY OF ROLLA DEPARTMENT OF PUBLIC WORKS

APPROVED: NUMBER 21918
DIRECTOR OF PUBLIC WORKS DATE

REVISED: COMPOND DIAGONAL HANDICAP RAMP — OPTION A STANDARD

STANDARD 252
5' MIN. LANDING

2.00% MAXIMUM

(1)
TONGUE AND GROOVE

ALL STEEL REINFORCING SHALL MEET ASTM STANDARD C478

WATER TIGHT JOINT MUST MEET OR EXCEED ASTM C-990. 1" PRO-STIK (MASTIC) OR APPROVED EQUAL

CONCENTRIC CONE

WATER TIGHT JOINT MUST MEET OR EXCEED ASTM C-990. 1" PRO-STIK (MASTIC) OR APPROVED EQUAL

SLOPE ¼" PER FOOT

1/2 PIPE DIAMETER

FOR FRAME AND COVER SEE STANDARD 304

NOTE:
SEWER LATERALS TO BE INSTALLED IN MANHOLES ONLY IF PRE APPROVAL GIVEN BY CITY ENGINEER. A-LOCKS MUST BE PRECAST IN MANHOLE TO ALLOW 4" SCHEDULE 40 INSTALLATION AT SHELF ELEVATION.

BASE SHALL BE PLACED ON LEVEL COMPACTED OR UNDISTURBED SOIL. COMPACTION SHALL BE BY MECHANICAL TAMPER.

ENTIRE EXTERIOR SURFACE OF MANHOLE SHALL BE WATERPROOFED BEFORE BACKFILLING IS COMMENCED (SEE SPECIFICATIONS).

FOR ALTERNATE Poured IN PLACE MANHOLE BASE, SEE STANDARD 302.

PDF FILE AVAILABLE AT www.rolloacity.org/pubworks/drawings.shtm
NOTE:
MANHOLE SHALL BE RAISED 18 INCHES FROM NATURAL GROUND TO FRAME AND COVER WHEN LOCATED OUTSIDE OF IMPROVED AREA.

SEWER LATERALS TO BE INSTALLED IN MANHOLES ONLY IF PREAPPROVAL GIVEN BY CITY ENGINEER. A-LOCKS MUST BE PRECAST IN MANHOLE TO ALLOW 4" SCHEDULE 40 INSTALLATION AT SHELF ELEVATION.

BASE SHALL BE PLACED ON LEVEL COMPACTED OR UNDISTURBED SOIL. COMPACTION SHALL BE BY MECHANICAL TAMPER.

ENTIRE EXTERIOR SURFACE OF MANHOLE SHALL BE WATERPROOFED BEFORE BACKFILLING IS COMMENCED (SEE SPECIFICATIONS).

FORMS SHALL BE USED WHEN CONSTRUCTING THE BASE.

PDF FILE AVAILABLE AT: www.ROLLACITY.ORG/PUBWORKS/DRAWINGS.SHTM
FOR FRAME AND COVER
SEE STANDARD 304

CONCRETE ENCASEMENT
OF DROP – 6 BAG MIX
WITH 2 TO 4 INCH SLUMP

DEPTH DETERMINED
BY PIPE SIZE

NOTE:
DROP MANHOLE SHALL BE REQUIRED WHEN DIFFERENCE IN ELEVATION OF INVERTS OF TWO
INTERSECTING CONDUITS IS GREATER THAN 24 INCHES.

MAXIMUM PIPE SIZE SHALL BE 36 INCHES.

BASE SHALL BE PLACED ON LEVEL COMPACTED OR UNDISTURBED SOIL. COMPACTION SHALL BE BY
MECHANICAL TAMPER.

ENTIRE EXTERIOR SURFACE OF MANHOLE SHALL BE WATERPROOFED BEFORE BACKFILLING IS COMMENCED
(SEE SPECIFICATIONS).

SEE MANHOLE STANDARD 301 FOR MANHOLE DETAILS.

PDF FILE AVAILABLE AT www.ROLLACITY.ORG/pubworks/drawings.shtm
NOTE:
MANHOLE FRAME AND COVER SHALL BE "NEENAH FOUNDRY CO." R-1642, R-1643, EJIW 1045Z FRAME & 1040A COVER OR APPROVED EQUAL.

PDF FILE AVAILABLE AT www.ROLLACITY.ORG/PUBWORKS/DRAWINGS.SHTML
SHAPE BEDDING PRIOR TO INSTALLATION OF PIPE TO A DEPTH OF D/4+2"

<table>
<thead>
<tr>
<th>SEWER SIZE &quot;D&quot;</th>
<th>MAXIMUM TRENCH WIDTH &quot;W&quot;</th>
</tr>
</thead>
<tbody>
<tr>
<td>8&quot;</td>
<td>24&quot;</td>
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<tr>
<td>10&quot;</td>
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<td>42&quot;</td>
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<tr>
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<td>48&quot;</td>
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</tbody>
</table>

CRUSHED LIMESTONE BEDDING

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<thead>
<tr>
<th>SCREEN SIZE</th>
<th>% PASSING</th>
<th>RETAINED</th>
</tr>
</thead>
<tbody>
<tr>
<td>1&quot;</td>
<td>100%</td>
<td>—</td>
</tr>
<tr>
<td>3/4&quot;</td>
<td>95%</td>
<td>—</td>
</tr>
<tr>
<td>NO. 4</td>
<td>—</td>
<td>95%</td>
</tr>
</tbody>
</table>
NOTE:

GLUE CAP AT CLEANOUT IF INSTALLED PRIOR TO HOUSE CONNECTION

TOP OF CLEANOUT TO BE FLUSH WITH GROUND LEVEL IN CITY R.O.W.

4" P.V.C. SCH. 40

SCH. 40 REQUIRED ON PRIVATE PROPERTY

CLEANOUT REQUIRED AT RIGHT-OF-WAY AND EVERY 100 FEET

ANY C.O. UNDER VEHICLE OR PED. TRAVEL WAY SHALL BE FLUSH AND HAVE BRASS TOP

#12 INSULATED TRACER WIRE SECURED EVERY 5' WITH DUCT TAPE OR PLASTIC TIES FROM THE MAIN TO THE CLEANOUT. SECURE WIRE 4" BELOW GRADE AT CLEANOUT

SAWCUT PAVEMENT FOR TRENCH

TEE OR WYE (WYE SHOWN) SADDLE MAY BE USED FOR POST SEWER CONSTRUCTION

GLUE CAP AT CLEANOUT IF INSTALLED PRIOR TO HOUSE CONNECTION

FULL DEPTH 1" CLEAN CRUSHED LIMESTONE BACKFILL UNDER STREET

BEDDING MATERIAL MIN SLOPE 1/8" PER FT

BEDDING BELOW BOTTOM OF PIPE AND 6" ABOVE TOP OF PIPE

REMOVE LOOSE DIRT FROM TRENCH PRIOR TO PLACING BEDDING

CITY SEWER MAIN (SDR—35 PVC) ELEVATION

NOTE:

SEWER LATERAL TAP MUST BE INSPECTED BY CITY BEFORE BACKFILLING ON BOTH PRIVATE PROPERTY AND PUBLIC RIGHT-OF-WAY

SEWER LINE MUST BE EXCAVATED AS SHOWN ABOVE.

FOR BEDDING DETAIL, SEE STANDARD DRAWING 305.

*P.V.C. – POLYVINYL CHLORIDE

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CITY OF ROLLA DEPARTMENT OF PUBLIC WORKS

APPROVED: E-21018

DIRECTOR OF PUBLIC WORKS DATE

REVISED: 08-10-05 04-30-18

PRIVATE SEWER LATERAL STANDARDS STANDARD 306
REINFORCEMENT:
TOP — 6x6x10x10 WWF, #4 REBAR 12" O.C. EW
SIDES — #4 BAR 12" DOWN, 12" AROUND CORNER, #4 BAR VERTICAL 12" O.C.
BOTTOM — 6x6x10x10 WWF, #3 BAR 12" O.C., L BARS 12" INTO WALL
WALL CONSTRUCTION SHALL BE POURED IN PLACE CONCRETE, 8”Tx8”Hx16”L CONCRETE BLOCK GROUTED SOLID, OR PRECAST CONCRETE.

BASE CONSTRUCTION SHALL BE POURED IN PLACE CONCRETE FORMED TO DIMENSION SHOWN.

CONCRETE SHALL BE 6 BAG MIX (4,000 PSI) WITH MINIMUM SLUMP OF 1 INCH AND MAXIMUM SLUMP OF 4 INCHES.
YOUR GUIDE TO
SIGN REGULATIONS
IN THE CITY OF
Rolla
MISSOURI
Sec. 42-244. Purpose of Sign Regulations.
The purposes of these sign regulations are: (1) to encourage the effective use of signs as a means of communication in Rolla; (2) to maintain and enhance the aesthetic environment and the City's ability to attract sources of economic development and growth; (3) to promote pedestrian and traffic safety; (4) to minimize the possible adverse effect of signs on the enjoyment and economic value of nearby public or private property; (5) to preserve the right of free speech and expression; (6) and to enable the fair and consistent enforcement of these restrictions. (Ord. 3414)

Sec. 42-244.1. Definitions.

a. Animation: Any action or motion other than flashing lights and automatic changeable copy in an attempt to develop a pictorial scene through the movement of lights or parts of a design. Likewise, an animated sign is any sign depicting action, motion, or light or color changes through electrical or mechanical means.

b. Balloon Sign: A lighter-than-air, gas-filled balloon, tethered in a fixed location, which may or may not contain an advertisement message on its surface or attached to the balloon in any manner.

c. Banner: Any cloth, bunting, plastic, paper, or similar non-rigid material attached to any structure, staff, pole, rope, wire, or framing that is anchored on two or more edges or at all four corners, or by one edge when not on a pole or staff. Banners do not include flags.

d. Changeable Copy Sign: A sign with the capability of content change by means of manual or remote input, includes the following types:
   1. Manually Activated - Changeable sign whose message copy or content can be changed manually on a display surface.
   2. Electrically Activated - Changeable sign whose message copy or content can be changed by means of remote electrically energized on-off switching combinations of alphabetic or pictographic components arranged on a display surface.

e. Decorations: Displays (including lighting) that are a non-permanent installation for one-time or yearly events.

f. Feather Flags (Also known as advertising flags, flag banners, swooper flags, flutter flags, blade flags, sail flags, bow flags, tear drop flags): These advertising tools come in the form of a long, narrow, lightweight canvas or other non-rigid material that is attached to a flexible pole that can be placed into the ground or attached to a weighted stand that allows them to be portable. The shape of the canvas usually resembles a feather or tear drop or a sail with its long side attached to the pole and perpendicular to the ground. Feather Flags are temporary in nature and do not include flags or banners.

g. Flag: Any sign printed or painted on cloth, plastic, canvas, or other like material with distinctive colors, patterns, or symbols and is attached to a pole or staff and anchored along only one edge or supported or anchored at only two corners.

h. Freestanding Signs: A sign supported by structures or supports that are placed on, or anchored in, the ground; and that is independent and detached from any building or other structure. The following are subtypes of freestanding signs:
   1. Ground Sign (Also known as monument sign): A sign permanently affixed to the ground at its base, supported entirely by a base structure, and not mounted on a pole or attached to any part of a building.
2. Pole Sign: A freestanding sign that is permanently supported in a fixed location by a structure of one or more poles, posts, uprights, or braces from the ground and not supported by a building or a base structure. This definition includes pylon signs.

3. Temporary Freestanding Sign: A freestanding sign that is not anchored in the ground or supported by a structure that is anchored in the ground or a freestanding sign that is easily removed from the ground by hand, such as h-frame lawn signs. This type of sign does not include balloon signs, inflatable signs, feather banners, sandwich board signs, vehicular signs, animated/electronic signs, mechanical movement signs, or revolving signs.

i. Frontage, Building: The length of an exterior building wall or structure of a single premises along the public’s rights-of-way.

j. Frontage, Property: The length of the property line(s) of any single premise along a public street. When the word “frontage” is used alone, it refers to property frontage.

k. Government/Regulatory Sign: Any sign for the control of traffic or for identification purposes, street signs, warning signs, railroad crossing signs, and signs of public service companies indicating danger or construction, which are erected by or at the order of a public officer, employee or agent thereof, in the discharge of official duties.

l. Illumination: A source of any artificial or reflected light, either directly from a source of light incorporated in, or indirectly from an artificial source.
   1. External Illumination: Artificial light, located away from the sign, which lights the sign, the source of which may or may not be visible to persons viewing the sign from any street, sidewalk, or adjacent property.
   2. Internal Illumination: A light source that is concealed or contained within the sign and becomes visible in darkness through a translucent surface. Message center signs, digital displays, and signs incorporating neon lighting shall not be considered internal illumination for the purposes of this ordinance.

m. Illuminated Sign: A sign with electrical equipment installed for illumination, either internally illuminated through its sign face by a light source contained inside the sign or externally illuminated by a light source aimed at its surface.

n. Inflatable Sign: A sign that is an air-inflated object, which may be of various shapes, made of flexible fabric, resting on the ground or structure and equipped with a portable blower motor that provides a constant flow of air into the device.

o. Internal Signs: Any on-premises sign located entirely within a building.

p. Mechanical Movement Sign: A sign having parts that physically move rather than merely appear to move as might be found in a digital display. The physical movement may be activated electronically or by another means, but shall not include wind-activated movement, such as used for banners or flags. Mechanical movement signs do not include digital signs that have changeable, programmable displays.

q. Off-Premises Sign (Also known as a third-party sign, billboard, or outdoor advertising): An outdoor sign that contains a message or messages that directs attention to a specific business, product, service, event or activity, or other commercial or noncommercial activity, or contains a non-commercial message about something that is not sold, produced, manufactured, furnished, or conducted on the premises upon which the sign is located.

r. On-Premises Sign: A sign that contains a message or messages and design that relates to an individual business, profession, product, service, event, point of view, or other commercial or non-commercial activity sold, offered, or conducted on the premises upon which the sign is located.

s. Permanent Sign: A sign attached or affixed to a building, window, or structure, or to the ground in a manner that enables the sign to resist environmental loads, such as wind, and that precludes ready removal or movement of the sign and its intended use appears to be indefinite.
t. Portable Sign: Limited to sandwich board signs or vehicular signs, portable signs are signs that are designed to be transported or moved and not permanently attached to the ground, a building, or other structure.
   1. Sandwich Board Sign (Also known as A-frame sign): A type of freestanding, portable, temporary sign consisting of two faces connected and hinged at the top and its message is targeted to pedestrians.
   2. Vehicular Sign: A sign affixed to a vehicle in such a manner that the sign is used primarily as a stationary advertisement for the business on which the vehicle sits or is otherwise not incidental to the vehicle’s primary purpose.

u. Premises: The lot or lots, plots, portions, or parcels of land considered as a unit for a single use or development, whether owned or leased.

v. Projecting Sign (Also known as blade sign): A building-mounted, double-sided sign with the two faces generally perpendicular to the building wall, not to include signs located on a canopy, awning, or marquee.

w. Revolving Sign: A sign which revolves in a circular motion; rather than remaining stationary on its supporting structure.

x. Sign: Any device, structure, fixture, painting, emblem, or visual that uses words, graphics, colors, illumination, symbols, numbers, or letters for communicating a message. Sign includes the sign faces as well as any sign supporting structure.

y. Sign Area or Face: The area of a sign enclosed by the perimeter upon which sign copy is placed. The computation details are described below:
   1. Where the sign consists of individual letters, designs, or symbols that are attached individually and directly upon a wall without a change in color or appearance of the surface background, the area shall be that of the smallest rectangle which encompasses all of the letters, designs, and symbols.
   2. In the case of panel or cabinet type signs, the sign area shall include the entire area of the sign panel or cabinet upon which the sign copy is displayed or illustrated, but not open space between separate panels or cabinets.
   3. In the case of sign copy enclosed within a painted or illuminated border, or displayed on a background contrasting in color with the color of the building or structure, the sign face shall comprise the area within the contrasting background, or within the painted or illuminated border.
   4. Only one side of a double-sided sign shall be considered when determining the sign area if the faces are equal in size, the interior angle formed by the faces is zero degrees, and the two faces are not more than 48 inches apart.
   5. Where the faces of a double-sided sign are not equal in size, but the interior angle formed by the faces is zero degrees and the two faces are not more than 48 inches apart, the larger sign face shall be used as the basis for calculating sign area.
   6. When the interior angle of a double-sided sign formed by the faces is greater than zero degrees, or the faces are greater than 48 inches apart, all sides of such sign shall be considered in calculating the sign area.
   7. The sign area for signs that are (or include) a three-dimensional object is calculated as the sum of two adjacent vertical faces of the smallest cube encompassing the sign or object.

z. Sign Copy: The letters, figures, characters, representations, pictures or wording on a sign, including any identification, description, symbol, trademark, object, design, logo, illustration, or device comprising the content or message of a sign; or any emblem or painting designed to advertise, communicate, identify, or convey information.

aa. Sign Height: The vertical dimension of a sign. The computation details and relevant regulations are as follows:
   1. Sign height shall be measured as the distance from the highest portion of the sign to the mean finished grade of the street closest to the sign. In the case of a sign
located greater than 100 feet from a public street, height shall be measured to the mean grade at the base of the sign.

2. Clearance shall be measured as the smallest vertical distance between finished grade and the lowest point of the sign, including any framework or other structural elements that project from the wall.

bb. Snipe Sign (Also known as bandit sign): A sign tacked, nailed, posted, pasted, glued, or otherwise attached to trees, poles, stakes, fences, public benches, streetlights, or other objects, or placed on any public property or in the public’s rights-of-way or on any private property without the permission of the property owner.

c. Streamers: A display made of lightweight, flexible materials, consisting of long, narrow, wavy strips hung individually or in a series, with or without a logo or advertising message printed or painted on them and typically designed to move in the wind.

dd. Temporary Sign: A sign that cannot be defined as a permanent sign. The only types of temporary signs permitted in the City of Rolla are listed under Subsection 42-244.7(b)

ee. Wall Sign (Also known a fascia sign, parallel wall sign, or band sign): A building-mounted sign, which is either attached to or displayed on an exterior wall in a manner parallel with the wall surface. A sign installed on a roof, eave, canopy, or awning is also considered a wall sign. Banners that are mounted on or hang from walls, eaves, canopies, awnings, or other building or porch surfaces are considered wall signs.

ff. Zoning District, Nonresidential: C-O, C-1, C-2, C-3, CC, M-1, M-2, GI, and PUDs that contain nonresidential uses.

gg. Zoning District, Residential: R-R, R-1, R-2, R-3, R-3b, and PUDs that contain only residential uses.

(Ord. 3414; Ord. 3542, §1; Ord. 3566, §4; Ord. 3611, §8)

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**Sec. 42-244.2. Exempt Signs.**
The following signs are exempt from the provisions of this Division, unless otherwise noted, but must conform to all other federal, state, and local codes/rules, including building codes.

a. Government/regulatory signs, official traffic signs, and any sign required by local, state, or federal law.

b. One or two pole signs of four square feet or less in area and four feet or less in height at the access point of each property in a nonresidential district.

c. Signs that are under 12 feet in height if the sign face is not visible from the public’s rights-of-way.

d. Signs that are completely below six feet in height if they are in the rear 75 percent of a premises’ depth, as measured from any street-facing side of a lot, which are the fronts of the lot for this purpose only.

e. Flags are exempt. This provision does not include banners or feather flags. However, flags and supporting structures that lawfully project into the public rights-of-way shall not hang below seven feet in height.

f. Internal signs, including lettering painted on or attached to a window or door and window signs located inside a building, but excluding flashing or animated signs that do not conform to the regulations of this Division related to electronic message signs and animated signs.

g. Balloons (does not include balloon signs) that are less than 36 inches in diameter. Balloons that are deflated or faded will be deemed unmaintained and required to be removed.

h. A sign that is integrated into or on a coin-operated machine, credit-card machine, vending machine, gasoline pump, or telephone booth.

i. Decorations, except that they shall only be displayed for no more than 90 days in a year.
j. Signs printed on or attached to a public bench if it does not interfere with driver vision or pedestrian movement and does not extend beyond the public bench’s structural width and height.

k. Signs carved into a building or raised in integral relief on a building.

l. With the express permission of the city, entities in association with the City of Rolla through contract or law may erect temporary signs on property that is owned by the City of Rolla. (Ord. 3414; Ord. 3542, §2; Ord. 3566, §5; Ord. 3611, §9)

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**Sec. 42-244.3. Prohibited Signs.**

The following signs are prohibited.

a. Animated signs and signs that display text or images that move or rotate, except that, during the maximum two-second transition period for electronic message center signs, transition graphics are permitted if those transition graphics do not display continuous scrolling, fluttering, blinking, or flashing text or images.

b. Signs that display fluttering, blinking, or flashing text, images, or lights or display continuous scrolling.

c. Signs that employ video, audio, pyrotechnic, or blue casting components or emit smoke, visible vapors, particulate matter, or odor.

d. Signs that employ any searchlights or strobe lights;

e. Signs that may be confused with or construed as a traffic control sign, signal, or device, or the light of an emergency vehicle or road equipment by reason of their size, location, movement, coloring, or manner of illumination.

f. Reflective signs or signs containing mirrors

g. Signs that shield from view any traffic control device, sign, signal or other government sign.

h. Snipe signs.

i. Vehicular signs. This regulation does not include operable vehicles primarily and actively used for business purposes and/or personal transportation.

j. Signs that are unlawful.

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**Sec. 42-244.4. General Sign Provisions.**

a. On-premises Signage. Permanent signage, except as authorized by Section 42-244.8 and signs authorized by federal and state law, shall be on-premises signage.

b. Messaging. Any signage authorized to be displayed by this ordinance may contain a noncommercial message.

c. Permitting Exceptions. The following operations shall not require the issuance of a sign permit:

   1. Changing the copy on an existing conforming sign that has not been discontinued and that is specifically designed for the use of manually or digitally activated changeable copy sign, including billboard panels and posters; but not including changes in the structure, size, placement, or location of the sign, and

   2. Maintenance, including repainting, cleaning, or other normal repair of an existing sign not involving structural alterations or changes in size, location, or placement.

d. Permitting Process. Except for exempt signs, all permanent signs, regardless of the fact that a building permit may be required for its erection/installation, require the submission and approval of an application for a sign permit (Sign permits are not building permits for signs, some signs may need building permits, even if they are exempt from this Division) and a sign site plan. Subsection 42-244.4(e) specifies the information that must be on a sign site plan. Applications for sign permits or supporting material, such as elevations, shall indicate
the type, number, size, shape, and dimensions of all of the existing and proposed sign(s) on the premises. If needed, elevation views or other relevant information may be required. No sign permits shall be issued if the premises requesting the permit contains an illegal sign.

e. Site Plan Requirements. Sign site plans shall be provided as follows:
   1. The site plan shall be drawn to scale or shall show the dimensions of all relevant objects/elements and show all the distances between all of the relevant objects/elements.
   2. The site plan shall indicate the property lines of the premises and, in cases whereby signs are being placed in the rights-of-way, the site plan shall indicate the type of ROW surface, the location of the curbs, the sidewalk, and any objects within the ROW in front of the property subject to the proposal.
   3. The site plan shall show the proposed location of each sign in relation to property lines, nearby buildings, walkways, streets, driveways and parking areas.

f. Sign Location and ROW. All signs and other objects regulated by or exempt from this Division, including merchandise, patio furniture, sign structures, flags, decorations, and temporary signs, must be erected/placed and attached totally on or within the premises that is owned by the person who authorized the placement/installation of such a sign/object, except that if a tenant space is located along the public’s rights-of-way and there is less than five feet between the full building frontage of the tenant space and the public’s rights-of-way, certain types of signs and other objects may be placed in or project over the public’s rights-of-way, but not in or over any roadway. Apart from all other provisions that apply, Subsection 42-244.7(f) and the following provisions listed below describe the applicability and the restrictions of such an allowance:
   1. Only wall signs, flags, streamers, and projecting signs shall be permitted to project over sidewalks. The minimum clearance of such objects shall be seven feet and the object shall not occupy space beyond a vertical plane of two feet from the curb line.
   2. Only patio furniture, merchandise, portable feather flags, and sandwich board signs are permitted on sidewalks. The maximum height for such signs/objects shall be five feet.
   3. One flag or temporary freestanding sign may be located in each city-owned flowerpot if the sign is less than two square feet in area, the object does not exceed five feet in height when in the flowerpot, and if those flowerpots are on a public sidewalk and abut the tenant space responsible for locating such a sign in said flowerpot.
   4. See Subsection 42-244.7(f) for all other restrictions pertaining to this allowance.

g. Permission. The party constructing/installing/placing the sign or object on private or public property is responsible for obtaining the permission of the property owner before such action is taken.

h. Setbacks. Unless exempt by Subsection 42-244.4(f), all signs, including temporary signs and exempt signs, shall conform to the primary building setback requirements of the zoning district they are located in. The minimum front and rear yard setbacks for such signs shall be ten feet and the minimum side yard setback shall be five feet.

i. Residential Protection. Even if a sign is exempt under Section 42-244.2, no sign that makes noise or is more than 15 feet tall shall be permitted in or within 100 feet of a residential zoning district that is not the public’s rights-of-way.

j. Illumination. All permanent signs may be non-illuminated, internally illuminated, or externally illuminated. Externally lit signs shall be illuminated only with steady, stationary, and shielded light sources directed solely onto the sign. The illumination of signs shall not be brighter than is necessary for clear and adequate visibility (i.e. no more than approximately 750 cd/m² or Nits). The illumination of signs shall not be of such intensity or brilliance as to impair the vision of a motor vehicle driver with average eyesight or to
otherwise interfere with the driver’s operation of a motor vehicle, and no sign may be of such intensity or brilliance that it interferes with the effectiveness of an official traffic sign, device, or signal.

k. Roof Signs and Sign Placement. In no instance shall a wall sign or projecting sign project above the highest roof ridge or beyond a wall edge. Wall signs shall not project further than 18 inches from the wall or vertical plane extending above the face of the wall.

l. Maintenance. All signs, together with their supports, braces, connections, or anchors shall be kept in good repair. Unsafe signs, damaged, or deteriorated signs, or signs in danger of breaking apart or falling shall be removed or repaired by their owner upon written notice by the City.

m. Clearances.

1. Vision clearance areas: Vision clearance areas or triangles are triangular shaped areas located at the intersection of any combination of rights-of-way, alleys, or driveways. The size of the triangle shall be determined by the City Engineer. The vision or path of pedestrians, bicyclists, or motor-vehicle operators shall not be obstructed with any object regulated by or exempt from this Division. No object shall be located within any vision clearance triangle, the size of which is determined by the city engineer.

2. Vehicle area clearances: In areas outside of rights-of-way, when a sign or awning extends over an area in which vehicles travel or are parked, the bottom of the structure must be at least fourteen feet above the ground. Vehicle areas include driveways, alleys, parking areas, and loading and maneuvering areas.

3. Clearances from fire escapes, means of egress or standpipes: Signs, sign structures and awnings are prohibited from being erected in any manner that interferes in any way with the free use of any fire escape, means of egress or standpipe. Attaching signs, sign structures or awnings to a fire escape is prohibited, unless such a sign is required for safety.

4. Obstruction of windows and ventilation: Signs, sign structures and awnings are prohibited from being installed in any way that obstructs any building openings to such an extent that light, ventilation, or exhaust are reduced to a level below that required by either the Building Code, Plumbing Regulations, Heating and Ventilating Regulations, or Housing and Maintenance Regulations.

n. Measurements. All lineal distances required by this Division shall be measured from the nearest outside edge of the subject sign, whether a support, structural member, or the sign surface itself, to the nearest outside edge of the corresponding sign, building, right-of-way, property line, easement, or other object/element involved. Other measurement specifications are within the definition section of this Division, Section 42-244.1.

o. Changeable Copy. Changeable copy, whether digitally or manually activated, are permitted in nonresidential districts only and only if integrated into a pole, ground, marquee, wall, or sandwich board sign.

p. Movement. Mechanical movement and revolving signs are only permitted in nonresidential districts.

q. Rules for interpretation and applicability.

1. When the word “sign” or “signs” is used fier in this Division it may also be referring to patio furniture, merchandise, and decorations.

2. Where this Division is silent, or where the rules of this Division do not provide a basis for concluding that a sign is allowed, said sign is therefore prohibited.

Sec. 42-244.5. Sign Regulations for Residential Zoning Districts.
a. Sign standards for residentially-zoned properties containing single-family houses and duplexes:
   1. Type. Any wall sign or freestanding sign, as defined and limited in Subsection 42-
      244.1(h). However, no sign is permitted to have changeable copy.
   2. Number and Sign Area. If the total sign area of all signs does not exceed 24 square
      feet, there is no limit on the number of signs permitted.
   3. Height. All signs shall not be higher than six feet in height.

b. Sign standards for residentially-zoned properties that: serve as the entrance/exit ways to
subdivisions, contain multi-family complexes and condominium complexes, or contain
permitted or nonconforming nonresidential uses that are not considered home occupations:
   1. Type. Any wall sign or freestanding sign, as defined and limited in Subsection 42-
      244.1(h).
   2. Number and Sign Area. One wall sign is permitted on each building and one
ground or pole sign is permitted per entrance/exit to a public street or, in the case
of a subdivision, per entrance/exit to the subdivision. The maximum sign area of
any one permanent sign is 64 square feet. An unlimited amount of temporary
freestanding signs, as defined and limited in Subsection 42-244.1(h), is permitted if
the total sign area of all temporary freestanding signs does not exceed 24 square
feet.
   3. Height. Ground and pole signs shall be limited to a maximum height of 15 feet.
Temporary freestanding signs shall be limited to six feet in height.

Sec. 42-244.6. Sign Regulations for Nonresidential Zoning Districts.

a. General Provisions:
   1. In addition to the signs listed below in Subsections 42-244.6(b) and 42-244.6(c),
tenants and/or properties within nonresidential zoning districts are permitted to
have up to two temporary/portable signs, as regulated in Section 42-244.7.
   2. Each building, not individual tenants, are permitted a maximum amount of area
for wall signs. The owner of the premises may divide and distribute the allowable
sign area in any way she/he chooses. It is the responsibility of the tenant and/or
sign permit applicant to obtain permission from the owner to install/locate a sign
of a certain size on the owner’s property.

b. Sign standards for properties located in C-O and C-1 Districts:
   1. Type. Pole signs, ground signs, projecting signs, and wall signs shall be permitted.
   2. Number. Each premises is permitted an unlimited amount of wall signs and is
permited one projecting sign for each tenant space. In addition, all premises are
permitted two permanent freestanding signs (i.e. ground signs and pole signs) if
there is a distance of 500 feet or more between the two signs. Corner lots and
parcels shall be permitted one permanent freestanding sign per street frontage,
up to two signs, if each sign is located along a different street, regardless of
distance between the two signs. Otherwise, there must be 500 feet of separation
between the signs in order for two signs to be permitted on such premises.
   3. Sign Area. Maximum wall sign area shall be determined by multiplying the lineal
feet of building frontage facing a street by two square feet. Projecting signs shall
not exceed 20 square feet in area, regardless of the amount of other signage on
the premises. Each Pole or ground sign shall be limited to 100 square feet each.
   4. Height and Clearance. Ground and pole signs shall be limited to a maximum
height of 20 feet. Projecting signs shall have a minimum clearance of seven feet.

C. Sign standards properties located in C-2, C-3, CC, M-1, M-2, or GI Zoning Districts and,
unless otherwise restricted by a final development plan, any PUD with commercial uses:
1. Type. Same as Subsection 42-244.6(b)(1), except that mechanical movement and revolving signs are also permitted.
2. Number. Same as Subsection 42-244.6(b)(2)
3. Sign Area. Maximum wall sign area shall be determined by multiplying the lineal feet of building frontage facing a street by four square feet. Projecting signs shall not exceed 20 square feet in area, regardless of the amount of other signage on the premises. Each Pole or ground sign shall be limited to 400 square feet each.
4. Height and Clearance. Ground and pole signs shall be limited to a maximum height of 40 feet. Projecting signs shall have a clearance of seven feet.

Sec. 42-244.7. Temporary and Portable Signs.
The following provisions apply to nonresidential zoning districts only. Temporary signs that comply with the requirements in this Section, Section 42-244.7, shall not be included in the determination of the type, number, or area of the signs permitted on a property per Section 42-244.6. The following restrictions apply to all temporary and portable sign placement/installation/construction.

a. Each tenant of a property in a nonresidential district is permitted to locate two temporary signs on such a property, except that when a tenant locates a balloon sign or inflatable sign on the property, the tenant shall not locate any other temporary or portable sign on the property.

b. Tenants may only choose from the following types of temporary and portable signs:
   1. Temporary freestanding signs
   2. Banners, if not considered as a permanent wall sign per Subsection 42-244.1(ff)
   3. Balloon signs
   4. Inflatable signs
   5. Feather flags
   6. Sandwich board signs
   7. Streamers

c. Area restrictions by sign type:
   1. Temporary freestanding signs shall not exceed 12 square feet.
   2. Banners and feather flags shall not exceed 32 square feet
   3. Sandwich board signs shall not exceed 16 square feet
   4. Inflatable signs and balloon signs are limited to 75 square feet (See Subsection 42-244.1(z)(7) for the method of calculating area for three-dimensional objects).

d. Height restrictions by sign type:
   1. Temporary freestanding signs and sandwich board signs shall be limited to five feet in height.
   2. Feather Flags, balloon signs, banners, streamers, and inflatable signs shall be limited to 24 feet in height.

e. General restrictions:
   1. The party posting the temporary sign is solely responsible for obtaining the permission of the property owner before posting their temporary sign.
   2. Illumination, mechanical motion, except for inflatable signs, and animation is prohibited.
   3. Manual changeable copy is only permitted when integrated into a sandwich board sign.
   4. Inflatable signs, feather flags, and balloon signs shall have a minimum setback requirement from all lot lines that is equal to its height. All other temporary/portable signs, except when certain such signs are permitted within the sidewalk area, must conform to the same setback requirements to which permanent signs must conform.
5. Inflatable signs are not permitted within 100 feet of a residential zoning district and air compressors (and other noisy motors associated with any sign) must be turned off between the hours of 11 P.M. to 7 A.M.
6. No temporary or portable sign that is more than 15 feet tall shall be permitted within 100 feet of a residential zoning district.
7. If Banners are mounted on or hang from walls, eaves, canopies, awnings, or other building or porch surfaces, they will be considered wall signs and will be taken into consideration when calculating allowable wall sign area. In these instances, a sign permit is required.
8. Vehicular signs are prohibited, except that the use of business logos, identification, or advertising on operable vehicles primarily and actively used for business purposes and/or personal transportation is permitted.

1. Signs located on patio furniture, merchandise, or the structures on or from which such merchandise sits or hangs shall be considered temporary signs and count towards the total allowable temporary/portable signage permitted per property.

f. Sidewalk restrictions. If permitted by Subsection 42-244.4(f), the following restrictions apply:
1. Sandwich board signs, patio furniture, portable feather flags, and merchandise shall be permitted to be located on public sidewalks if they are located on sidewalk space that abuts said tenant space and are less than five feet in height.
2. Merchandise is permitted to be on sidewalks only if it hangs on racks or sits on shelves that are less than five feet in height.
3. No object shall obstruct a continuous through pedestrian zone of at least four feet in width.
4. Sandwich board signs that are on a public sidewalk shall be located within 12 feet of the primary public entrance of the tenant’s establishment.
5. Sandwich board signs shall be weighted, temporarily secured, or strategically placed to avoid being carried away by high winds.
6. Sandwich board signs, portable feather flags, and merchandise shall not be displayed on any sidewalk during hours of non-operation.
7. No objects shall obstruct pedestrian and wheelchair access from the sidewalk to parking spaces or access ramps designated for people with disabilities or building exits, including fire escapes.

g. Installation and Maintenance
1. All signs/objects must be installed such that, in the opinion of Rolla’s building official, they do not create a safety hazard.
2. All signs must be made of durable materials and shall be well maintained. Signs that are frayed, torn, broken, or that are no longer legible will be deemed unmaintained and required to be removed.
3. Owner or tenant will be given one warning for violating any of the provisions pertaining to temporary/portable signs. After the initial warning, all violations will be enforced without warning.

Sec. 42-244.8. Off-Premises Sign (Third-party sign, billboard, or outdoor advertising)
Permanent off-premise signage shall comply with all the requirements of this Division and shall only be permitted upon property having frontage on either Interstate 44, Highway 63, or Business Loop 44, and zoned C-3, M-1, or M-2. Within areas zoned Planned Unit Development District or property in any zoning district upon which a conditional use permit has been issued in the above mentioned corridors, such advertising structures shall only be permitted when specifically authorized upon the final development plan or permit approval. (Ord. 3414)

a. Area, Height, Location – Interstate 44:
1. The maximum height of a billboard along Interstate 44 shall not exceed 45 feet. No part of structure shall extend below 15 feet.
2. The maximum surface area along Interstate 44 shall be 672 square feet with a maximum sign height of 20 feet and a maximum sign width of 48 feet. The sign shall be limited to two signs in each direction with one message per sign. In no case will the total sign surface in any one direction exceed 672 square feet.

3. Sign spacing along I-44 shall be 500 lineal feet per side of the highway.

b. Area, Height, Location - Highway 63 and Business Loop 44:

1. The maximum height of a billboard along Highway 63 and Business Loop 44 shall be 30 feet. The maximum surface area of a billboard along Highway 63 and Business Loop 44 shall be 192 square feet surface on each side with a maximum sign height of 12 feet and a maximum sign width of 24 feet. No part of the structure shall extend below 15 feet.

2. Sign spacing along Highway 63 and Business Loop 44 shall be one thousand 1000 lineal feet per side.

3. Billboards along Business Loop 44 and Highway 63 shall not exceed two sign surfaces, one surface in each direction, with 192 square feet surface on each side and not more than two advertising faces on each side.

4. No sign shall be located within 1000 feet of a residential zoning district.

5. The minimum front yard setback for such signs shall be 15 feet from any public right-of-way and/or private roadway easement. The maximum setback for such sign shall be 50 feet from the public right of way.

c. Restrictions for all highways:

1. External lighting of billboards, such as floodlights, thin line, and goose-neck reflectors are permitted, provided the light source is directed upon the face of the sign and is effectively shielded so as to prevent beams or rays of light from being directed toward any residential structure or into any portion of the main travel way. The lights should not be of such intensity so as to interfere with the residential use of property or to cause glare, impair the vision of the driver of a motor vehicle, or otherwise interfere with a driver's operation of a motor vehicle.

2. No such sign shall be located in such a manner as to obstruct or otherwise interfere with the effectiveness of an official traffic sign, signal, or device or obstruct or physically interfere with a motor vehicle operator’s view of approaching, merging, or intersecting traffic.

3. No part of any billboard shall be located on any public street or private utility easement, drainage easement, or railroad right-of-way.

4. All lineal distances required by this Division shall be measured from the nearest outside edge of the subject sign, whether a support, structural member, or the sign surface itself, to the nearest outside edge of the corresponding sign, building, right-of-way, or easement involved.

d. Plans Required: An application to erect such a sign shall include the following:

1. A set of plans, to scale, approved and sealed by a licensed engineer, providing all necessary construction and electrical details of the sign and sign structure, including height.

2. A Sign Plan, to scale containing:
   - The proposed location of the sign on the property.
   - The distance from the proposed sign location to any buildings upon the property, and adjoining street right-of-way lines, and driveway entrances.
   - In conditional use areas, the distance from the proposed sign location to the next nearest billboard sign within 100 feet on either side of the street in either direction.
   - The distance from the proposed sign location to the nearest street intersection in either direction.
   - Other information deemed necessary by city officials.
3. A representation of the proposed sign, to scale, including the width and length of the sign faces, and height from surrounding grade.

4. Construction Specifications: Any sign erected under this Article shall be a single pedestal type, constructed of non-flammable material, excluding wood. Construction of the sign and material specifications shall meet the structural requirements of the City’s Building Code.

Sec. 42-244.9. Nonconforming Signs.
Nonconforming permanent signs are permanent signs that do not conform to this Division, yet were legally established prior to the adoption of this Division. The burden of proof will be on the property owner to show that the sign was legally established. Nonconforming permanent signs, including those existing pursuant to variances granted by the Board of Adjustment before June 1, 1999, may continue to exist after passage of this Division if they maintain their nonconforming status. Nonconforming signs will be removed and changed in accordance with the provisions of this Section, Section 42-244.9.

a. Permanent signs and sign structures that are moved, removed, replaced, or structurally altered must be brought into conformance with the sign regulations. However, nonconforming signs required to be moved because of public right-of-way improvements may be re-established. Removable faces or sign panel inserts in a cabinet style sign may also be changed by right, and such change does not constitute a structural alteration nor trigger loss of nonconforming status.

b. Nonconforming temporary signs must be removed within 30 days of the passage of this language.

c. Once a sign is altered to conform or is replaced with a conforming sign, the nonconforming rights for that sign are lost and a nonconforming sign may not be re-established.

d. Loss of nonconforming sign status.
1. If a sign is discontinued, it loses its nonconforming status. Except for signs that were legally established as Billboards according to state and/or federal law, a sign shall be considered discontinued if, for one year, the services or products advertised are no longer available at the destination or if the sign no longer has an advertising message other than the name of the sign owner on any part of the sign (Beginning dates of discontinuance can be validated by identifying the termination date of business licenses).

2. Destruction. When a sign or sign structure is removed or intentionally destroyed, replacement signs and sign structures must comply with the current standards. However, if a sign or sign structure that has nonconforming elements is partially or totally damaged by fire or other causes beyond the control of the owner, the sign and sign structure may be rebuilt to the same size and height using the same materials.

e. Once a sign loses its nonconforming status, it must be removed before any other permits for signs shall be issued for the premises on which the sign that has lost its nonconforming status exists.

f. If structural alteration is needed to maintain the sign’s structural integrity, the sign shall be removed and no building or sign permits shall be issued until its removal.

g. In cases of doubt or on a specific question raised whether a nonconforming sign exists, it shall be a question of fact decided by the Codes Administrator and such a determination shall be subject to appeal to the Board of Adjustment. (Ord. 3414; Ord. 4068, §4; Ord. 4428, §§21-22)
Sec. 42-244.10. Electronic Message Center Signs.
An electronic message center (EMC) sign is a sign that is capable of displaying words, symbols, figures or images that can be electronically changed by remote or automatic means. The definition includes, but is not limited to LCD, LED, plasma displays, standard television screens, video boards, and holographic 2D or 3D animation presentation displays. EMC signs are not permitted for use in any residential zoning district. EMC signs are subject to the following regulations in addition to all other provisions in this Division.

a. Portable or temporary EMC signs are prohibited. Their use shall be further restricted by the additional standards in this Section and the lighting standards in Subsection 42-244.4(j), General Sign Provisions.

b. EMC signs may be used with other sign types and the area of the EMC sign shall be included in the calculation to determine total permitted sign advertising area for a specific business application. (Ord. 3982, §2)

c. Advertising messages, information, images and background shall remain in a fixed static position for a minimum of eight seconds. The change sequence must be accomplished within an interval of two seconds or less.

d. EMC signs shall have an automatic dimmer (factory set to the illumination intensities as follows) and a photo cell sensor to adjust the illumination intensity of brilliance of the sign so that it shall not cause glare or impair the vision of motorists, and shall not interfere with any driver’s operation of a motor vehicle. The sign shall not exceed a maximum illumination of 7500 nits (candelas per square meter) during daylight hours and a maximum illumination of 500 nits between dusk to dawn as measured from the sign’s face at maximum brightness. Any external illumination devices shall be effectively shielded to prevent beams or rays of light from being directed at any portion or a street or highway or any residential use. (Ord. 3982, §2)

e. No animation, moving, or rotating of text or images are permitted, except that, within the maximum two-second transition period, transition graphics are permitted if those transition graphics do not display continuous scrolling, fluttering, blinking, or flashing text or images. At no point in time, shall continuous scrolling, fluttering, blinking, or flashing text or images be permitted. In addition, no video, audio, pyrotechnic, or blue casting shall be permitted. “Blue casting” refers to any digital media transmitter device provisioned over Bluetooth used to send an unsolicited electronic message directly to any cell phone within range if switched on. EMC signs shall not display any message that moves, appears to move, scrolls, or changes in light intensity during the fixed display period. (Ord. 3982, §2)

f. EMC signs shall contain a default sign design that will freeze the sign in one position if a malfunction occurs to avoid flashing. (Ord. 3982, §2)

Secs. 42-245 to 42-246. Reserved.