

OVERHEAD BANNER INFORMATION

The Borough of Red Hill permits banners to be hung on Route 29 at 5th Street and between 9th St. & 11 Streets.

The event being advertised on the banner must be related to a charitable affair, national, state, regional or local function. All those wishing to hang a banner in the Borough of Red Hill must:

Return the completed banner application forms (attached borough & state) to Red Hill Borough

Pay an application fee of \$100 to Red Hill Borough

Pay a \$100 removal deposit to Red Hill Borough

Submit a certificate of insurance naming The Borough of Red Hill as additional insured (coverage limits are subject to review by Borough Solicitor)

Provide proof of permission from PPL to hang the banner on their poles

Bring banner to be inspected by the Zoning Officer

In order to help you get the permission needed from PPL we are providing you with an application form# 4835 (attached) which needs to be submitted to PPL thirty (30) days prior to the intended installation date (there is no fee involved).

Submit form to:

Evelyn Tillman

PPL Electric Utilities

Attachment & Telecom Business Services

827 Hausman Road

Allentown, PA 18104

Phone: 484-634-3105 (Monday through Thursday 6 am to 4:30 pm)

PPL Pole Number Information To Help You Complete PPL Form:

PPL Pole Numbers at Route 29 & 5th Street:

63159/538785 (440 Main St.)

63154-538793 (439 Main St.)

PPL Pole Numbers at Route 29 between 9th & 10th Street:

63019-538063 (1002 Main St.)

63015-539061 (1003 Main St.)

Attachments:

Red Hill Banner Application

Penn Dot Banner Application

Red Hill Banner Ordinance #

PPL Form 4835

OVERHEAD BANNER APPLICATION

RED HILL BOROUGH, MONTGOMERY COUNTY, PA
56 W. 4th Street, Red Hill, PA 18076

Message on Banner (attach a sketch of Banner):

Main Street Location: 5th Street between 9th & 11th Sts. (circle one)

Vertical Clearance above Roadway: Banner Size (length & width):

Installation Date: (16 days maximum prior to the event)
Date of Event: (21 days maximum installation period)
Removal Date: (5 days maximum after the event)

Y/N Is the event being advertised on the banner related to a national, state, regional or local function or a non-profit or cultural civic event or activity?
Y/N Does Applicant have documentary evidence of approval from Pennsylvania Power & Light?

Name of Applicant
Address of Applicant
Phone Number of Applicant
Certificate of Insurance of Applicant
Name of Installer
Address of Installer:
Phone Number of Installer
Certificate of Insurance of Installer

The applicant assumes full responsibility for erecting, maintaining and removing the banner and all liability for damages occurring to any persons or property arising from any act or omission associated with the banner.

Typed Name of Individual Making Application:
Signature of Individual Making Application:
Typed Name of Authorized Municipal Official:
Signature of Authorized Municipal Official:
Title of Authorized Municipal Official:
Date of Application:
Permit Fee: \$100
Removal Deposit Fee: \$100

Deposit will be returned provided the banner is removed by the removal date as identified above. The deposit will be forfeited if the banner is NOT removed by the removal date and then the banner will be removed by Red Hill Borough.

OVERHEAD BANNER

County _____ Municipality _____

Street Name and/or Traffic Route _____

Proposed Message on Banner _____

Length and width of Banner _____ ft. X _____ ft.

Date of Installation ____/____/____ Date of Event ____/____/____ Removal Date ____/____/____
(mm dd yyyy) (mm dd yyyy) (mm dd yyyy)

Authorization will be granted with the full understanding that the municipality will assume full responsibility for the hanging, maintenance and removal of the banner and all liability for damages occurring to any person(s) or property arising from any act or omission associated with the banner and:

- No more than 20% of the message relates to naming or advertising a commercial product, enterprise, business or company and the event is related to a charitable affair or a national, state, regional or local function.

Is the event being advertised on the banner related to a charitable affair, national, state, regional or local function? YES _____

This request cannot be approved if the event is not related to one of the above.

- Traffic control will be performed in accordance with the most current Pennsylvania Department of Transportation Publication 203.
- Vertical clearance above the road must be minimum 17' 6" and the banner is not being placed over or in the right-of-way of an expressway, freeway or interstate highway.
- The banner will not be displayed for a period that exceeds 21 days and it will be removed within five days from the ending date of the event.

PLEASE NOTE: This request must be completed, signed by and Authorized Municipal Official and returned to us at least two weeks prior to the installation date (a late submission of this request could delay the installation date). Thank you for your cooperation.

**Please return this request to: Pennsylvania Department of Transportation
7000 Geerdes Boulevard
King of Prussia, Pennsylvania 19406-1525
Attention: Traffic Unit**

Authorized Municipal Officer's name

Organization's Name

Signature of Municipal Officer

Organization's Address

Title of Municipal Officer

Date Signed

Contact Person and Phone Number

POLE ATTACHMENT DATA SHEET - CROSS STREET BANNER

Name of Attacher _____ Date Submitted _____

Banner Installation Date _____ Banner Removal Date _____

Pole Location (City/Boro/Twp) _____ County _____

Submitted by _____ Phone Number _____ E-mail Address _____

Mailing Address _____

GENERAL

- Banners are limited to community or charitable functions.
- Banners must be vented to reduce wind loading on poles.
- The owner will have the banner installed and removed in a safe manner.
- The banner may be installed for thirty days maximum. A two-week extension is available if the application is received by PPL three days minimum before the contract expires.

CLEARANCE REQUIREMENTS

- Any part of the banner or its attaching ropes/wires shall be a minimum of forty inches below any PPL electrical facility.
- The lowest point of the banner shall be:
 - 10 feet over areas accessible to pedestrians only.
 - 16 feet over driveway, alley or parking lot.
 - 18 feet over street or highway.

RESTRICTIONS

- Tie or band banners to poles. Do not use bolts or lag screws unless specifically instructed to do so by PPL.
- Do not attach to pole(s) that:
 - a. is inaccessible to mechanized equipment.
 - b. has an underground riser.
 - c. has a line switch operating handle from an airbreak switch.
 - d. has control wiring from an electronic OCR or capacitor to a control cabinet.
 - e. are made of metal.

POLE ATTACHMENT DATA SHEET - CROSS STREET BANNER

BANNER DETAILS

Size of Banner _____ by _____ Banners can not be larger than 30 feet in width.

Material of Banner _____

Weight of Banner _____

Method of Attachment _____

Message as it Will Appear on Banner _____

Make Ready Work and Charges _____

Item No.	PPL Pole Number	Street Location	Top Attach Height	Bottom Attach Height
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				

Remarks: _____

For PPL Use Only:

Field Checked by _____

Date _____