



SIGN PERMIT APPLICATION

Permit No. _____

PROPERTY INFORMATION

Physical Location: _____

If this is an event sign please indicated the dates of the event: Start _____ End _____

Square footage of front of building: _____

Signs will be removed by: _____

PROPERTY OWNER

Name: _____
Mailing Address: _____
City: _____ State: _____ Zip: _____
Phone: _____
Signature: _____

APPLICANT/CONTRACTOR

Name: _____
License#: _____
Mailing Address: _____
City: _____ State: _____ Zip: _____
Phone: _____
Signature: _____

CONSTRUCTION INFORMATION

Type and Number of Signs:

Ground/Marquee Signs:

- Ground _____
- Roof _____
- Wall _____
- Projecting _____
- Marquee _____

Size and shape: _____

Clearance above Sidewalk: _____

Total Height: _____

Distance From Property Lines: Front: _____
Side: _____
Curb: _____

Other: _____

Projecting/Roof/Wall Signs:

Lighting and Colors (If Applicable):

Projection From Building Line: _____

Method of Anchoring: _____

- Neon: _____
- Other: _____
- Flashing Intermittent

Sign permits must be completed with a site plan and drawing of sign. Plans must be drawn to scale and placement accurately depicted on the site plan. A photo of the sign may be submitted with the application.

Wording: _____

All electric signs must be installed by a licensed contractor/electrician only:

Contractor: _____
Phone #: _____
License #: _____

FOR OFFICE USE ONLY

Application Verified by: _____ Date: _____

Zoning District: _____ Certificate of Zoning Compliance: _____ Date: _____

Application Approved by: _____ Date: _____

DO NOT forget to call before you dig! Dial 811