

APPLICATION FOR SIGN PERMIT

Applicant's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone (daytime): \_\_\_\_\_

Property Owner: \_\_\_\_\_

Property Owner's Address: \_\_\_\_\_

Phone (daytime): \_\_\_\_\_

Sign Contractor or Erector: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

SIGN SPECIFICATIONS

Sign Height: \_\_\_\_\_ Sign Width: \_\_\_\_\_ Total Square Feet: \_\_\_\_\_

Sign clearance above side walks: \_\_\_\_\_ Area's Zoning: \_\_\_\_\_

Distance of Projection from the building: \_\_\_\_\_

Type of sign: Residential: \_\_\_\_\_ Commercial: \_\_\_\_\_

Number of already existing signs: \_\_\_\_\_ Total signs proposed: \_\_\_\_\_

Illumination: Indirect: \_\_\_\_\_ Internal: \_\_\_\_\_

Total wattage: (Maximum allowed - 10w per square foot) \_\_\_\_\_

Method of Support or Attachment: \_\_\_\_\_

FILL IN BELOW IF SIGN IS FREE-STANDING

Setbacks: Side \_\_\_\_\_ Front \_\_\_\_\_ Rear \_\_\_\_\_

Is sign located on State Highway? \_\_\_\_\_

The following plans and specifications are to be submitted to the Zoning Administrator with all sign permit applications:

1. The name, address and telephone number of the owner or person entitled to possession of the sign.
2. The name, address and telephone number of the sign contractor and/or erector.
3. The street address location of the proposed sign structure.

4. A site plan, drawn to scale, showing the location of existing or proposed buildings or other structures on the lot, the location of existing signs and proposed sign(s) on the premises, the location of public right-of-way on or adjacent to the property, and the location of otherwise approved by the Zoning Administrator.
5. Elevation drawings of the proposed sign(s), drawn to scale, are showing major dimensions of the proposed sign, including height, clearance above sidewalks and distance of projection from the building.
6. Proposed sign copy.
7. Nature, layout and dimension of lettering.
8. Type and location of proposed illumination.
9. Any additional information, which the applicant feels, may support the request.
10. A permit fee of \$25.00 per each sign to cover processing and inspection costs.