

SIGN PERMIT APPLICATION

Property Owner: _____ Permit # : _____
 Project Name: _____ DO #: _____
 Shopping Cntr / Subdivision _____
 STRAP # : _____ Lot: _____ Block: _____ Unit: _____
 Job Address: _____
 Directions to Job: _____

Contractor Business Name/Applicant Name: _____
 License #: _____ Phone # : _____
 E-mail Address: _____

Building / Unit Frontage in SqFt: _____ SqFt of Sign: _____
 Road frontage in Linear Ft: _____ Occupancy / BP #: _____
 Business Name: _____

Are you using Private Provider services for Plan Review? Yes NO Inspections? Yes NO

Select One:

- Single Face Sign
- Double Face Sign

Will the sign have a foundation? Yes NO

Type of Permit:

- Ground Sign
- Wall Sign
- Billboard
- Awning Sign
- Tenant Panel
- Interchange
- Electronic Message Center
- Flag Pole (over 20 ft.)

Action:

- Erect
- Alter
- Repair
- Move
- Copy Change

Construction:

- Painted
- Plastic
- Metal
- Channel Letters
- Concrete Block
- Foam
- Light Box
- Wood
- Other

Illumination:

- Non-Illuminated
- Neon
- Fluorescent
- LED
- External

Class:

- Off-Site
- On-Site

Setbacks: (Ground Signs Only)

Front: _____
 Side: _____
 Height: _____
 Area: _____

Electrical: (Electric Sub Required, UNLESS specified below)

- None (No Sub Required)
- Existing Service (No Sub if EC, ES, SE License)
- New/Extended Service (No Sub if EC License)

THIS PERMIT IS VOID IF THE FIRST INSPECTION IS NOT MADE WITHIN SIX (6) MONTHS FROM THE DATE ISSUED OR IF NO INSPECTION HAS BEEN MADE FOR A PERIOD OF SIX (6) MONTHS FROM THE MOST RECENTLY PASSED INSPECTION. THE PERMIT IS VOID IF THE ZONING CLASSIFICATION IS VIOLATED. APPLICANT AGREES TO COMPLY WITH THE SANITARY REGULATIONS AND UNDERSTANDS THAT THE PROPOSED STRUCTURE MAY NOT BE USED OR OCCUPIED UNTIL AN APPROVED CERTIFICATE OF OCCUPANCY IS ISSUED. APPLICANT FURTHER UNDERSTANDS THAT FAILURE TO OBTAIN PERMIT OR MISREPRESENTATION OF THE IMPROVEMENTS IS A MISDEMEANOR AND UPON CONVICTION, APPLICANT CAN BE PUNISHED AS PROVIDED BY THE LAW. FAILURE TO COMPLY WITH THE MECHANICS LIEN LAW CAN RESULT IN THE PROPERTY OWNER PAYING TWICE FOR IMPROVEMENTS.

I hereby certify that to the best of my knowledge, the information submitted for this permit is true and correct and complies with Deed of Restrictions.

Signature Authorization: _____ Date: _____

Printed Name _____

CONSENT TO ERECT SIGN

I will advise the business owner that obtaining a sign permit does not give them authorization to open a business without a Certificate of Occupancy. I further understand that I am obtaining this permit and proceeding at my own risk and that if the Certificate of Occupancy cannot be approved, the sign may have to be removed.

This sign permit located at: _____

Business Name: _____

Unit #: _____ Date: _____

Contractor/Owner: _____
(Printed Name)

(Signature)

Contractor's License #: _____