

APPLICATION FOR SIGN PERMIT

BUS.NAME (on sign): _____ DATE: _____

BUSINESS ADDRESS: _____

SIGN CONTRACTOR & CONTACT: _____

SIGN CONTRACTOR EMAIL & PHONE: _____

TOTAL VALUE ALL OF ALL PROPOSED SIGNAGE: \$ _____

BRIEF DESCRIPTION OF WORK: _____

TYPE SIGNAGE

****FREE-STANDING**

1. Size: ____ x ____ = ____ Sq/ft Setback: ____ Ft. Hgt: ____ *Illum: Y / N

Sign Material: Plastic () Metal () Vinyl () Other () _____

2. Size: ____ x ____ = ____ Sq/ft Setback: ____ Ft. Hgt: ____ *Illum: Y / N

Sign Material: Plastic () Metal () Vinyl () Other () _____

3. Size: ____ x ____ = ____ Sq/ft Setback: ____ Ft. Hgt: ____ *Illum: Y / N

Sign Material: Plastic () Metal () Vinyl () Other () _____

*UL# (Sign #1) _____ #2 _____ #3 _____

****WALL**

1. Size: ____ x ____ = ____ Sq/ft Wall Length: ____ *Illum: Y / N

Sign Material: Plastic () Metal () Vinyl () Other () _____

2. Size: ____ x ____ = ____ Sq/ft Wall Length: ____ *Illum: Y / N

Sign Material: Plastic () Metal () Vinyl () Other () _____

3. Size: ____ x ____ = ____ Sq/ft Wall Length: ____ *Illum: Y / N

Sign Material: Plastic () Metal () Vinyl () Other () _____

*UL# (Sign #1) _____ #2 _____ #3 _____

*** PERMIT WILL NOT BE RELEASED WITHOUT UL# ***

Additional permits can be added below in 'Other'



BANNERS

1. Size: ____ x ____ = ____ sq/ft Dates Displayed (mm/dd/yy) _____ to _____
2. Size: ____ x ____ = ____ sq/ft Dates Displayed (mm/dd/yy) _____ to _____
3. Size: ____ x ____ = ____ sq/ft Dates Displayed (mm/dd/yy) _____ to _____

OTHER

- Type: _____ Size: ____ x ____ = ____ Sq/ft
- Type: _____ Size: ____ x ____ = ____ Sq/ft
- Type: _____ Size: ____ x ____ = ____ Sq/ft
- Type: _____ Size: ____ x ____ = ____ Sq/ft
- *UL# (1) _____ (2) _____ (3) _____ (4) _____

***PERMIT WILL NOT BE RELEASED WITHOUT UL#**

****NOTE: provide the following with application:**

1. **FREE STANDING SIGN:** SITE PLAN SHOWING PROPOSED LOCATION, OVERALL SIGN HEIGHT ABOVE GRADE (EVEN IF EXISTING), AND TOTAL SIGN FACE SQUARE FOOTAGE (EVEN IF EXISTING). IF REPLACING EXISTING SIGNAGE, PROVIDE PROPOSED BEFORE & AFTER IMAGES.
2. **WALL SIGN:** DRAWING SHOWING PROPOSED SIGN DESIGN, AND LOCATION ON STRUCTURE. IF REPLACING EXISTING SIGNAGE, PROVIDE PROPOSED BEFORE & AFTER IMAGES.

:: SIGN PERMIT FEE SCHEDULE ::

- \$1.10 PER S/F OF SIGNAGE

- AN ADDITIONAL \$13.20 EACH ILLUMINATED SIGN.

