



SIGN PERMIT APPLICATION

I. APPLICATION INFORMATION

APPLICANT (Check One): Owner Tenant Sign Company Representative Other _____

Property Owner must sign the application or submit a notarized letter of authorization.

 Applicant Name Telephone

 Address

 Property Owner Name Owner's Signature Required Date

 Owner's Address

II. PROPERTY INFORMATION

 Site Location Address Current Zoning District Category Present Use of Property

 Legal Description Lot Block

List all existing signs: _____ If none exist, please initial: _____

Previously Permitted Yes No

III. AREA INFORMATION: Building Frontage: _____ Street Frontage: _____

IV. NEW SIGN DESCRIPTION: Estimated Value of Project: \$ _____

On-Premise, permanent _____ Quantity Conforming Yes No

Off-premise _____ Quantity Conforming Yes No

Non-Illuminated Illuminated (Internal) Illuminated (External)

V. SIGN DESIGN: (If necessary, please attach additional sheets)

OFFICIAL USE ONLY:

APPROVED: [] **DENIED** [] **OFFICIAL'S SIGNATURE:** _____

REMARKS: _____

SITE INSPECTION: **APPROVED BY:** _____ **DATE:** _____

FINAL INSPECTION: **APPROVED BY:** _____ **DATE:** _____