

# APPLICATION for SIGN PERMIT

DATE: \_\_\_\_\_  
ISSUED: \_\_\_\_\_  
PERMIT #: \_\_\_\_\_  
CCN: \_\_\_\_\_

PROJECT          <b>APPLICANT</b>	PROJECT ADDRESS: _____ LEGAL ADDRESS: _____
	OWNER NAME: _____ PHONE#: _____
	OWNER ADDRESS: _____ CITY/ZIP: _____
	DESCRIPTION OF WORK: _____
	NAME (please print): _____ PHONE #: _____
	FIRM NAME (if applicable): _____
	ADDRESS OF FIRM: _____
	EMAIL ADDRESS: _____
	SIGNATURE OF APPLICANT: X _____ DATE: _____
	<p><b>A Separate Permit Is Required For Each Sign!</b></p>

ZONE: _____	HDC: _____	DDRC: _____
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	New Sign ..... \$75
	Special Event Sign ..... \$50
	Grand Opening Sign ..... \$50
	Repair/Alteration of Existing Sign ..... \$50

APPROVED FOR ISSUE BY: \_\_\_\_\_ DATE: \_\_\_\_\_ INSPECTOR: \_\_\_\_\_  
*(note: it is permit holder's responsibility to request all inspections a minimum of 24 hours in advance.)*

WALL SIGN <small>(includes: projecting and awning signs)</small>	Linear Feet of Wall Space _____	MATERIALS
	Total Square Footage of Existing Wall Sign(s) _____	
	Size of Proposed Wall Sign(s) ( _____ x _____ ) = _____	
	Method of Anchorage _____	
	Wood .....	
	Metal .....	
	Plastic .....	
	Other .....	

FREESTANDING SIGN	Linear Feet of Street Frontage _____
	Total Square Footage of Existing Freestanding Sign _____
	Size of Proposed Freestanding Sign ( _____ x _____ ) = _____
	Height From Ground to Top of Sign Structure _____
	Size of Column(s) _____ Type & Depth of Footings _____
	Distance From Property Line to Closest Part of Sign _____

<p><b>OTHER</b></p> <p><u>Circle One:</u></p> <p><b>Special Event</b></p> <p><b>Grand Opening</b></p>	Type of Sign(s) _____
	Date(s) From _____ To _____ From _____ To _____
	From _____ To _____ From _____ To _____
	Size ( _____ x _____ ) = _____ Height _____
	_____

<p><b>TOTAL FEES:</b> _____</p>
<p>IF WORK IS STARTED BEFORE PERMIT IS ISSUED, AN INVESTIGATIVE FEE WILL BE CHARGED.</p>