



# SIGN PERMIT APPLICATION

Name of business: \_\_\_\_\_

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

Legal Description: Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_  
Lot \_\_\_\_\_ Block \_\_\_\_\_

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

Property Owner's Insurance Co: \_\_\_\_\_ Phone: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Sign Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Electrical Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_

Principal Structure  Accessory Structure

Zoning \_\_\_\_\_ Board of Adjustment # \_\_\_\_\_

Use Unit # \_\_\_\_\_ Use by right \_\_\_\_\_ Variance \_\_\_\_\_

Interpretation \_\_\_\_\_ Special Exception \_\_\_\_\_

Set Backs: Front \_\_\_\_\_ Back \_\_\_\_\_ Side \_\_\_\_\_ Side \_\_\_\_\_

Lot Information: Frontage (ft) \_\_\_\_\_ Lot Depth (ft) \_\_\_\_\_ Lot area \_\_\_\_\_

SIGN INFO: Height (ft) \_\_\_\_\_ Width (ft) \_\_\_\_\_ Length (ft) \_\_\_\_\_

Face material \_\_\_\_\_ Pole material \_\_\_\_\_

Foundation material \_\_\_\_\_

**TYPE OF SIGN:**  Wall  Pole sign  Monument sign  New Sign  
(check all that apply)  Illuminated  Modification of Existing Sign  Relocate existing

**\$50 Fee per Sign**

**\$100 Fee per Internally Illuminated Sign**

**PLEASE ATTACH PLAT AND GRAPHIC. ALLOW 3-5 BUSINESS DAYS FOR REVIEW.**

Applicant Signature \_\_\_\_\_ Date: \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_