



SIGN PERMIT APPLICATION FORM

Submittal Requirements

- Application Form
- Dimensional Detail of Sign(s) (include materials to be used in construction of sign)
- Dimensioned Site Plan (including proposed signs relative to all property lines, easements, & existing signs)
- Building Elevations (showing placement of proposed sign and length of building wall)
- Foundation Plan / Wind-load structural calculations (Freestanding signs)

Project Information

Street Address: _____ Zone District: _____

Total Value of Project: _____ Materials Cost: _____
(Materials & Labor)

Applicant Information

Name: _____ Phone: (____) _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

CERTIFICATION

I certify that the information and exhibits I have submitted are true and correct and agree to construct the sign(s) in accordance with the site plan, building plans, and specifications submitted, and in strict compliance with all the provisions of the City's Land Use Code and Building Code.

Applicant: _____ Date: _____

Property Owner Information

Name: _____ Phone: (____) _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

CERTIFICATION

I certify that I am the lawful owner of the parcel(s) of land which this application concerns and consent to this action.

Owner: _____ Date: _____

Contractor Information

Name: _____ Phone: (____) _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

NOTE: The property owner is responsible for ascertaining true and correct locations of all property, right-of-way and easement lines. If encroachments on land other than that owned by the property owner are discovered after installation of improvements, the property owner may be required to remove the improvements at their own expense.