



**SIGN PERMIT APPLICATION**  
(\$25.00 per sign)

- PERMANENT SIGN
  - TEMPORARY AUCTION/REAL ESTATE SIGN
  - TEMPORARY SEASONAL SIGN
- PERMIT #: \_\_\_\_\_ - \_\_\_\_\_ S  
 RECEIVED DATE: \_\_\_\_\_  
 FEE PAID: \_\_\_\_\_

**ALL APPLICATIONS MUST HAVE A SAMPLE PICTURE (PREFERRABLY IN COLOR) OF THE SIGN**  
**ALL APPLICATIONS MUST ALSO HAVE A PLOT PLAN**

1. ADDRESS WHERE SIGN WILL BE ERECTED: \_\_\_\_\_
2. MAP: \_\_\_\_\_ LOT(S): \_\_\_\_\_ ZONE: \_\_\_\_\_
3. OWNER NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_
4. OWNER ADDRESS: \_\_\_\_\_
5. PROPRIETOR: \_\_\_\_\_ PHONE: \_\_\_\_\_
6. PROPRIETOR ADDRESS: \_\_\_\_\_
7. BUILDING FRONTAGE: \_\_\_\_\_ LOT FRONTAGE: \_\_\_\_\_

8. TYPE OF SIGN: *(CHECK ALL THAT APPLY)*

NEW _____	RELOCATION _____	REPLACEMENT _____	AFFIXED _____
HANGING _____	PROJECTING _____	AWNING _____	WINDOW _____
MARQUEE _____	FREESTANDING _____	MONUMENT _____	POLE _____
ROOF _____	DIRECTORY _____	POST & ARM _____	SYMBOL _____
ILLUMINATED (INTERNAL) _____		ILLUMINATED (EXTERNAL) _____	

9. MATERIAL(S): \_\_\_\_\_ 10. COLOR(S): \_\_\_\_\_ 11. FONT(S): \_\_\_\_\_
12. DIMENSIONS: LENGTH \_\_\_\_\_ WIDTH \_\_\_\_\_ HEIGHT \_\_\_\_\_ # OF SIDES \_\_\_\_\_
- TOTAL SQUARE FEET: \_\_\_\_\_ TOTAL HEIGHT (FREE STANDING): \_\_\_\_\_
13. DOES SIGN PROJECT OVER PUBLIC STREET, RIGHT OF WAY OR SIDEWALK: \_\_\_\_\_
- IF SO, HEIGHT FROM FINISHED GRADE: \_\_\_\_\_

\_\_\_\_\_  
 SIGNATURE OF OWNER OR APPLICANT/DATE      LAND USE ENFORCEMENT OFFICER/APPROVAL DATE  
**(IF OWNER AND APPLICANT ARE NOT THE SAME – THEN WRITTEN PERMISSION OF OWNER IS ALSO REQUIRED)**

CONDITIONS: \_\_\_\_\_