

SIGN PERMIT APPLICATION

ALL THE INFORMATION ON THIS FORM MUST BE COMPLETED ALONG WITH A SET OF PLANS SHOWING PROPERTY LINES, LOCATION OF SIGN, AND THE DISTANCE FROM THE PROPERTY LINE.

Property Owner	
Physical Address	
Mailing Address	
Phone Number	
Contractor Name	
Business Contact	
Mailing Address	
Phone Number	

PLEASE CHECK THE APPLICABLE BOX BELOW

Ground	Wall	Portable	Roof	Billboard
On premise Sign		Off Premise Sign		

What Is the Total Height from Ground to Top	
Size Of Display Area	
Is Sign a Single or Double Face?	
Total Display Area (All Sides)	sq. Ft.
Lineal Footage of Property Fronting a Street	
Will The Sign Have Internal Lighting?	
Will The Sign Have External Lighting?	
Are There Any Existing Signs of Property? *	

* If yes, please indicate the type below

Type	Total Number	Display Area
Ground		
Wall		
Roof		
Portable		
Billboard		

IF YOU ARE INSTALLING A BILLBOARD SIGN THE FOLLOWING INFORMATION MUST BE COMPLETED.

What Is the Distance to the Nearest Existing Sign on the Same Side of the Street?	
What Is the Distance to the Nearest Existing Sign in a Perpendicular Line on the opposite side of the Street?	
Is There a Public Park Within 150ft Of the Proposed Sign?	
Will The Sign Be Located on a State Highway?	
Is There a Residential District Within 150ft Of the Proposed Sign?	

Applicant Signature: _____ Date: _____