

SIGN PERMIT / APPLICATION FOR PLAN APPROVAL (NOT FOR TEMPORARY, BANNER, STICK-ON OR PAINTED SIGNS)

ADDRESS OF PROJECT: _____

APPLICANT NAME: _____ PHONE: _____

APPLICANT COMPANY (if any): _____

APPLICANT EMAIL: _____

PROPERTY OWNER NAME: _____ PHONE: _____

PROPERTY OWNER EMAIL: _____

BRIEF DESCRIPTION OF WORK / APPROVAL REQUEST: _____

CIRCLE ALL THAT APPLY: NEW SIGN | EXISTING SIGN ALTERATION, REPAIR OR REPLACEMENT
WALL-MOUNTED | PROJECTING | MONUMENT | POLE | AWNING | MARQUEE | OTHER: _____

Note: Monument signs 6 feet tall or less do not require a Sign Permit. Contact Planning Department for approval.

PROVIDE THE FOLLOWING INFORMATION APPLICABLE TO THIS PROJECT:

ESTIMATED VALUE OF THIS CONSTRUCTION:	\$
TOTAL # OF SIGNS UNDER THIS PERMIT:	
WILL SIGNAGE REQUIRE NEW, ADDED, EXTENDED OR REPLACED ELECTRIC CIRCUIT(S)?	YES NO
IF THIS IS FOR A CHANGE OF OCCUPANCY WHAT ARE THE EXISTING AND PROPOSED OCCUPANCIES?	

NOTICE: ALL SIGN PERMITS REQUIRE INSPECTION APPROVAL! IT IS THE APPLICANT'S RESPONSIBILITY TO ENSURE THAT ALL REQUIRED SIGN INSPECTIONS HAVE BEEN SCHEDULED WITH THE BUILDING DEPARTMENT.

APPLICANT CERTIFIES THAT ALL ABOVE INFORMATION IS CORRECT AND THAT ALL APPLICABLE LAWS AND ORDINANCES WILL BE COMPLIED WITH IN PERFORMING THE WORK FOR WHICH THE PERMIT IS ISSUED AND THAT THEY ARE AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION.

APPLICANT SIGNATURE: _____ DATE: _____

FOR BUILDING DEPARTMENT PERSONNEL USE ONLY:		
APPLICATION #: _____	ZONING PLAN REVIEW FEE: (due at time of application):	\$
	BUILDING PLAN REVIEW FEE: (due at time of application):	\$
	TOTAL AMOUNT DUE FOR PERMIT ISSUANCE:	\$