

SIGN PERMIT APPLICATION

JOB ADDRESS _____ LAND USE _____

DATE OF APPLICATION _____ DATE PERMIT ISSUED _____

PERMIT NUMBER * _____

TENANT _____

MAILING ADDRESS _____

PHONE NUMBER _____

CONTRACTOR _____ PHONE _____

ADDRESS _____ LICENSE NO. _____

SIGNATURE OF APPLICANT _____ DATE _____

SUBMIT PHOTOGRAPH OF PROPERTY SHOWING ALL EXISTING SIGNS AND PROVIDE A DETAILED DRAWING OF PROPOSED SIGNS. INDICATE LOCATION, COLOR, AND DESIGN OR COPY OF EACH SIGN, IDENTIFIED AS SIGN A, B, C, ETC.

DIMENSIONS OF EACH PROPOSED SIGN (IDENTIFY EACH BY A, B, C, AND INDICATE WHETHER EXISTING OR PROPOSED):

INDICATE BUILDING DIMENSIONS _____

INDICATE LOT PERIMETER DIMENSION _____

SIGN COLORS _____

SUBMIT STRUCTURAL DETAILS AND CALCULATIONS (WIND LOAD MINIMUM 20# PER SQUARE FOOT)

FOOTING SIZES AND DEPTH _____

UNDERWRITERS LABEL NO. _____

*** ALL SIGNS SHALL BEAR THE PERMIT NUMBER IN AN INCONSPICUOUS LOCATION BUT READILY VISIBLE FROM THE GROUND IN NUMERALS NOT SMALLER THAN 3/4 INCHES IN HEIGHT. FAILURE TO PLACE THIS PERMIT NUMBER ON THE SIGN AT TIME OF INSTALLATION WILL SUBJECT THE PERSON TO WHOM PERMIT ISSUED TO PENALTIES SPECIFIED IN SIGN CODE.**

TOTAL SIGN AREAS PERMITTED (IDENTIFY AS A, B, C, ETC.) _____

APPROVALS: PLANNING DEPARTMENT OR COMMISSION _____

BUILDING DEPARTMENT _____

INSPECTION RECORD:

SETBACKS _____

COLUMNS _____

FINAL _____

FOOTINGS _____

FRAMES/ANCHORS _____

PERMIT NO. ON SIGN VERIFIED _____

REMARKS _____
