



SIGN PERMIT APPLICATION
(\$25.00 per sign)

ALL APPLICATIONS MUST HAVE:

- A SAMPLE PICTURE OF THE SIGN (color required)
- A PLOT PLAN (IF APPLICABLE)
- WRITTEN PERMISSION OF OWNER (IF APPLICABLE)

RECEIVED: _____

BY: _____

FEE PAID: _____

1. Address where sign will be erected: _____

2. Map: _____ Lot(s): _____ Zoning District: _____

3. Business Name: _____

4. Address: _____

5. Phone Number: _____ Email: _____

6. Property Owner Name: _____

7. Mailing Address: _____

8. Phone Number: _____ Email: _____

9. Building Frontage (if sign on building): _____

10. Type of Sign: *(check all that apply)*

- New Affixed Awning Free-standing Post & Arm
- Relocation Hanging Window Pole Roof
- Replacement Projecting Marquee Monument Directory
- Temporary Canopy Illuminate (external) Illuminated (internal)
- Off-premise (type of sign & location): _____

11. Material(s): _____

12. Font(s): _____ 13. Sign Dimensions: Length _____ Width _____ Height _____

14. # of Sides _____ Total Square Feet: _____ Height (free-standing): _____

15. Does sign project over public street, right-of-way or sidewalk: YES NO

If so, height from finished grade: _____

Signature of owner / applicant & Date