



Sign Permit Application

Date: _____

Sign Customer: _____

Address: _____

Telephone: _____

Sign Location: _____

Is the sign located in a Historic District? Yes No

If the sign is located in a Historic District, a certificate of appropriateness from the Historic Preservation Commission is required.

Sign Company: _____

Address: _____

Telephone: _____

Email: _____

Owner of Property _____

Address _____

Telephone _____

Type of Sign(s): _____

Sign Purpose: _____

Sign Height Overall: _____

Sign Height: _____

Sign Width: _____

Total Sq. Ft.: _____

Sign Value: _____

Setback from property line: _____ Setback from nearest utility: _____

Spacing from existing signs: _____

Illumination: Yes No

UL#: _____

Copy of electrical permit attached (if applicable)

For all ground signs the following information is required: Two (2) dimensional sketches showing the height, shape, and surface area display of the sign, two (2) dimensional sketches of the foundation and structural components (poles) for the sign and two (2) dimensional site plans, showing the location of the sign on the site plan

For attached signs a dimensional sketch showing the position of the sign in relation to the building or structure to which it will be attached. The linear footage of the building frontage and signs in existence at the time of the application shall be included. Roof signs shall submit plans to show compliance with the applicable provisions of the adopted International Building Code, as amended.