



Sign Permit Application

Application Fee: \$150.00

Please submit the completed form with signature and required documentation to the Planning and Zoning Administrator.

- 1. Project Name: _____
- 2. **Owner:** _____ Phone #: _____
Mailing Address: _____
Email: _____ Fax#: _____

- 4. Please Include the following:
 - a. Site plan which specifies the linear footage, building frontage on the primary façade, the location of the sign structure, or if the sign is to be mounted on the building, drawings which show the scale of the sign in context with the scale of the building.
 - b. Colored rendering or scaled drawing including color samples, dimensions of all sign faces, description of materials to be used, manner of construction and method of attachment.
 - c. Application fees

A complete sign permit application will be reviewed by the Planning and Zoning Administrator and either approved, denied, returned with requested modifications, or forwarded to the Planning and Zoning Commission for review.

I, the undersigned, certify that all information submitted with and upon this application form is true and accurate to the best of my knowledge and belief.

Sign: _____ Date: _____
Applicant

Approved by: _____ Date: _____