



**OFFICE USE ONLY**  
Date: \_\_\_\_\_  
Application #: \_\_\_\_\_

**SIGN PERMIT APPLICATION**

1) Property owner: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Phone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

2) Applicant (if other than owner): \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Phone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

3) Sign Location: \_\_\_\_\_  
Tax Map Section: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_ Zoning District: \_\_\_\_\_

4) Dimensions of Sign: Width: \_\_\_\_\_ Height: \_\_\_\_\_ Total square feet: \_\_\_\_\_  
Distance to ground: \_\_\_\_\_ Sign material: \_\_\_\_\_ Intended use: \_\_\_\_\_  
Illuminated: Yes/No

(Please also provide Certificates of Insurance as well as a photo or sketch of the proposed sign.)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant/Builder/Contractor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Code Enforcement Officer