

Application for Temporary Sign Permit



APPLICATION REQUIREMENTS:

- Temporary Sign Permit = \$27
- A picture or sketch of sign showing dimensions and location of sign on property must be attached with this application.**
- Certification that notice of this application has been provided to the property owner, if owner is different from applicant.

Name on Sign / Business Name: _____

Location of Sign / Property: _____

Tax Map and Parcel: _____ **Zoning:** _____

Physical Street Address (if assigned): _____

Applicant/Business Owner (Who should we call/write concerning this project?): _____

Address _____ City _____ State _____ Zip _____

Daytime Phone (____) _____ Fax # _____ E-mail _____

Owner of Record _____

<p style="text-align: center;"><u>Please fill out the following:</u></p> <p>What number permit is this for your business this year? (check one) (this will be verified by staff)</p> <p><input type="checkbox"/> 1st <input type="checkbox"/> 2nd <input type="checkbox"/> 3rd <input type="checkbox"/> 4th <input type="checkbox"/> 5th <input type="checkbox"/> 6th</p> <p>What type of temporary sign are you proposing? (check one)</p> <p><input type="checkbox"/> BANNER <input type="checkbox"/> PORTABLE <input type="checkbox"/> A-FRAME</p> <p>Depending on the zoning district the maximum height of the sign will be (check one)</p> <p><input type="checkbox"/> 12 feet if freestanding <input type="checkbox"/> 20 feet if on a wall <input type="checkbox"/> 30 feet if on a wall</p> <p style="text-align: center;">The required setback from public street right of way will be</p> <p style="text-align: center;">5 feet</p>	<p>Depending on the zoning district the maximum size of the sign will be</p> <p><input type="checkbox"/> 24 square feet <input type="checkbox"/> 32 square feet</p> <p style="text-align: center;">Dates you are requesting the sign to be in place.</p> <p style="text-align: center;">_____ through _____</p> <p>When entering the dates above, please keep in mind the following information:</p> <ul style="list-style-type: none"> Each permit for a temporary sign shall be valid for a period not to exceed fifteen (15) consecutive days after the erection of the sign. The Ordinance requires the sign to come down between permits and will be approved on-site by a Code Enforcement Officer during regular business hours only. A maximum of two permits will be accepted for review for each establishment at one time. <u>Please note that an establishment is not permitted more than sixty (60) days of temporary signs in a calendar year.</u>
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Property Owner's / Agent's Signature Date

Issued/Approved By Date

OFFICE USE ONLY					
Fee amount \$ _____	Date Paid _____	Check # _____	By Who? _____	Receipt # _____	By: _____ Permit # _____