

Sign Permit Application



Permit #: SIGN _____ - _____
 Date received: _____
 Staff initials: _____

Property Information:

Address: _____ PID #: _____ Zoning: _____

Use of Property: _____

Proposed Sign Information:

Sign Type (permanent) (see Art. 17.7 of UDO for definitions): _____ **Sign Type (temporary):** _____

- | | | |
|---|------------------------------------|--|
| <input type="checkbox"/> Projecting from building | <input type="checkbox"/> Canopy | <input type="checkbox"/> Sandwich |
| <input type="checkbox"/> Flat/wall | <input type="checkbox"/> Monument | <input type="checkbox"/> Banner |
| <input type="checkbox"/> Window | <input type="checkbox"/> Pole | <input type="checkbox"/> Special event |
| <input type="checkbox"/> Directional | <input type="checkbox"/> Directory | <input type="checkbox"/> Other (specify) _____ |
| <input type="checkbox"/> Awning | <input type="checkbox"/> Mural | |

Illumination (check all that apply):

- Internally Illuminated Externally Illuminated Changeable copy/LED Non-illuminated

Contact Information:

Property Owner	Applicant
Name:	
Mailing address:	
Phone number:	
E-mail address:	
Applicant relationship to property owner:	

Contractor information (fabricator/installer):

Name:	Business:
Mailing address:	Phone:
E-mail:	

Additional information required:

- A competed application shall contain the following information and documentation:
- A sketch or diagram of the proposed sign, indicating its dimensions (height and width) in inches and feet, in addition to the sign's height from adjoining ground grade for pole or monument signs.
 - An appropriate scale drawing or rendering of the proposed sign indicating material to be used on face, frame, and support structure, exact text wording (including illustrations and logos) and size of lettering.
 - For building-mounted signs, an illustration of the building's façade showing the sign's proposed placement on the building.
 - For free-standing signs, a property sketch plan showing the placement of buildings as well as location of the proposed sign.

Owner/Applicant Statement

I/we hereby certify that all information in this application and attached thereto is accurate and complete. I/we certify that work will comply with all applicable state and local laws, ordinances and regulations. I/we certify that all construction will conform to plans and specifications submitted and as approved by the Town of Marshville. I/we understand and agree that any changes to approved plans must be submitted to Town of Marshville prior to commencement of construction.

Owner Name (print)	Signature	Date
Applicant Name (print)	Signature	Date

** Office Use Only **

As Planning & Zoning Administrator I believe this application to be complete based on the certification of the owner(s)/applicant(s) and with my signature below accept the application and any corresponding documentation.

 Signature, Planning & Zoning Administrator _____ Date

Application Status:
 Approved
 Denied