

**APPENDIX U  
SIGN PERMIT APPLICATION**

**Permit Fee \$20.00**

PRIOR TO THE INSTALLATION OF ANY SIGN, A SIGN PERMIT AND A BUILDING PERMIT FROM THE PLANNING & ZONING BOARD ARE REEQUIRED

**APPLICATION REQUIREMENTS**

A) Purchase a Building Permit (refer to cost sheet for permit prices)

B) Name and address of person(s) or business requesting sign to be installed

\_\_\_\_\_  
\_\_\_\_\_

C) Name of company installing sign \_\_\_\_\_

D) Legal description where sign will be located \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

E) Sign Information:

\_\_\_\_\_ Height (including poles)

\_\_\_\_\_ Width

\_\_\_\_\_ Color of sign

F) Description of project \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

***If land is not owned by Applicant, owner's signature must be included***

Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

=====OFFICE USE ONLY=====

Inspection report \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Inspected by \_\_\_\_\_ Date \_\_\_\_\_

Planning and Zoning Board Decision \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date \_\_\_\_\_

Permit # \_\_\_\_\_