



Please attach the following:

Ground sign information:

1. Two (2) plot plans showing location of sign on property, distance of sign from property line and corners (intersections of rights-of-way) and from paved portion of right-of-way and location(s) of any other freestanding sign(s) on property.
2. Two (2) sets of plans of sign showing dimensions (square footage), height (from average finished grade), width, sign materials, engineer/architect specifications and design for 140 mph wind zone.

Wall sign information:

1. Two (2) sets of plans showing dimensions of proposed sign(s).
2. Attach sheet including drawing and information as follows:
  - a) wall height and width
  - b) glass area dimensions (windows/doors)
3. Size of proposed wall sign(s).
4. Size of existing wall sign(s).
5. Specifications of how wall sign(s) will be attached.

Statement of Property Owner

I hereby certify that I am the property owner of the aforementioned described property. I have examined the attached plans and specifications and have no objections to installing the sign on my property.

\_\_\_\_\_  
Property Owner

I hereby certify that all information on this application is correct and all work will comply with the State Building Code and all other applicable State and local laws and ordinances and regulations. The Inspection Department will be notified of any changes in the approved plans and specifications for the project permitted herein.

\_\_\_\_\_  
Application Date

\_\_\_\_\_  
Applicant Signature

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**(Below to be filled in by Inspections/Planning Staff)**

1. Parcel number: \_\_\_\_\_
2. Site visit date: \_\_\_\_\_
3. Zoning compliance: \_\_\_\_\_
4. Approved/Disapproved date: \_\_\_\_\_
5. Permit fee: \_\_\_\_\_
6. Zoning of Property: \_\_\_\_\_