

**Application for a Sign Permit**

**Site**

Business name \_\_\_\_\_

Site address \_\_\_\_\_

Site notes \_\_\_\_\_

**Applicant**

Business name \_\_\_\_\_ Contact person \_\_\_\_\_

Applicant address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Project valuation \_\_\_\_\_ Electrical contractor \_\_\_\_\_

**Sign 1**

Type \_\_\_\_\_ Illum. type and service amps \_\_\_\_\_

Overall height \* \_\_\_\_\_ Dimensions \_\_\_\_\_ Area \_\_\_\_\_

ROW setback(s) \* \_\_\_\_\_ Property line setbacks \* \_\_\_\_\_

Notes \_\_\_\_\_

**Sign 2** (Attach a separate page for more signs.)

Type \_\_\_\_\_ Illum. type and service amps \_\_\_\_\_

Overall height \* \_\_\_\_\_ Dimensions \_\_\_\_\_ Area \_\_\_\_\_

ROW setback(s) \* \_\_\_\_\_ Property line setbacks \* \_\_\_\_\_

Notes \_\_\_\_\_

\* Omit overall height and setbacks if wall or window.

This application is incomplete unless these are attached:

- A site plan showing sign locations, setbacks (if applicable), road names, and property lines.
- Sign illustrations showing overall height (if applicable), dimensions, and area.

By signing below, I acknowledge that the information above and in my attachments is accurate, I acknowledge that if I am not the property owner, I am authorized by the property owner to apply for a sign permit, and I understand that these or other conditions of sign permit approval may apply:

- Issuance of INDOT outdoor advertising permits.
- Board of Zoning Appeals or Plan Commission approvals.

**Applicant signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Staff Notes**