



# SIGN PERMIT APPLICATION

DATE \_\_\_\_\_ REVIEWED BY \_\_\_\_\_ PERMIT # \_\_\_\_\_

PROPERTY ADDRESS \_\_\_\_\_

PROPERTY OWNER \_\_\_\_\_ PROPERTY # \_\_\_\_\_

LEGAL DESCRIPTION \_\_\_\_\_

ZONING \_\_\_\_\_ LOCATION: NAME DEVELOPMENT \_\_\_\_\_  
LOT \_\_\_\_\_ BLOCK \_\_\_\_\_ SEC. \_\_\_\_\_

**TYPE OF SING:**  
\_\_\_\_ BILLBOARD  
\_\_\_\_ FREESTANDING  
\_\_\_\_ MONUMENT  
\_\_\_\_ WALL/AWNING  
\_\_\_\_ PORTABLE/TEMPORARY  
\_\_\_\_ OTHER \_\_\_\_\_

**CALCULAIONS:**  
\_\_\_\_ PROPERTY FRONTAGE (Freestanding)  
\_\_\_\_ BUILDING FACEDE SF (Wall Sign)  
\_\_\_\_ MAXIMUM AREA SF (Per City Ordnance)  
\_\_\_\_ AREA OF SIGN IN SF (Sign Face)  
\_\_\_\_ OVERALL HIGHT (Tallast Point)  
\_\_\_\_ HIGHT OF FACE (Sign Only)  
\_\_\_\_ WIDTH OF FACE (Sing Only)  
\_\_\_\_ EXISTING SIGNS (Square Footage)

DESCRIPTION OF SIGN \_\_\_\_\_

### CHECK LIST FOR PERMITS

- \_\_\_\_ RENDERING: A full-color scaled rendering 8 1/2 x 11 drawn to scale of the proposed sing.
- \_\_\_\_ PLOT PLAN: Submit a plot plan 8 1/2 x 11 drawn to scale, showing the exact location of each sing.
- \_\_\_\_ BUILDING ELEVATION: An elevation of the building 8 1/2 x 11 drawing to scale, indicating the dimensions of linear feet of sing, wall, or canopy on which the sign will be installed, the building on which the sign will be mounted.
- \_\_\_\_ ENGINEERING PLANS: Stamped Engineering plans are submitted for new signs or replacement sings with engineering if required by building department of Tioga.

### APPLICANT

NAME (PLEASE PRINT) \_\_\_\_\_

ADDRESS \_\_\_\_\_

ND CONTRACTOR LICENSE # \_\_\_\_\_

TIOGA CONTRACTOR LICENSE # \_\_\_\_\_

SIGN HERE : \_\_\_\_\_

### CONTRACTOR NAME

SIGN CONTRACTOR \_\_\_\_\_

ELECTRICAL CONTRACTOR \_\_\_\_\_

### PERMIT FEES

FEE WALL MOUNT SING \$ \_\_\_\_\_

FEE FREE STANDING SIGN \$ \_\_\_\_\_

TOTAL FEE \$ \_\_\_\_\_

E-MAIL \_\_\_\_\_ Phone # \_\_\_\_\_