



SIGN PERMIT APPLICATION FORM*

This form shall be submitted with each application for a sign permit.

RECOMMENDATION: Receive sign permit approval before sign is made

CONTACT INFORMATION

Applicant

Name

Street Address

City, State Zip

Phone

Fax

Email

Architect (if different)

Name

Street Address

City, State Zip

Phone

Property Owner (if different)

Name

Street Address

City, State Zip

Phone

Fax

Email

Sign Contractor (if different)

Name

Street Address

City, State Zip

Phone



Fax

Fax

Email

Email

- All signs are subject to City of Coldspring Ordinance 2007-8

Property Profile

Site

Address: _____

Legal

Description: _____

(subdivision)

(Lot)

(Block)

Present Use of Property:

Proposed Use of the Property:

Total Area of Site: _____

Which of the following best describes the proposed work?

____ New Sign

____ Alteration to existing sign



____ Addition to an estimating sign, size increased by ____%

Type of sign, check all that apply:

____ Freestanding ____ Monument ____ Projecting
 ____ Sign on awning ____ Fascia sign, over 400 lbs. ____ Fascia sign
 400 lbs. or less
 ____ Painted wall/adhered ____ Pitched roof ____ Sign on
 marquee
 ____ Other: _____ ____ Sign attached
 to canopy

Proposed sign dimensions

Width of sign face	Height of sign face	Overall sign height	Depth of fascia sign	Total Area of Sign
ft	ft	ft	ft	ft

Proposed sign dimensions

[Y] [N] Do you have permission of the property owner to erect this sign?

[Y] [N] Changing image features? If yes, area of change ____ sq. ft. [Y] [N]

Illuminated?

Applicant's signature

Applicant's name, printed _____ Applicants
phone# _____

ALL SIGNS are required to be compliant with City Ordinance # 2007-08

Provide elevation drawing of the sign on a separate sheet, include;

1. All details and dimensions of the sign
2. Type of material and all dimensions of supports and footings
3. Clearance above ground
4. Distance of any projection over the right-of-way



5. If the sign will be attached to a building, show the building roof line for the wall on which the sign will be mounted.
6. Type of lighting.

SIGN PERMIT APPLICATION FEE SCHEDULE

Date: _____
No. _____

Permit

1. Proposed Sign Type : (enter quantity)	_____ Freestanding Sign <
sq. ft. \$50.00	
_____ Window Sign or Nameplate \$25.00	_____ Freestanding Sign >
sq. ft. \$75.00	
_____ Attached Sign < 160 sq. ft. \$35.00	_____ Multi Tenant Sign
\$100.00	

Total Fees: \$ _____

PLEASE ALLOW 5 TO 10 WORKING DAYS FOR SIGNAGE PLAN APPROVAL.

Property Owners Signature:

Date: _____

Signed: _____

Tenant/Applicants Signature:

Date: _____

Signed: _____