



SIGN PERMIT APPLICATION

Permit Number: _____

Applicant

Last Name: _____ First Name: _____

Business Name: _____

Physical Address of Proposed Sign(s): _____

Parcel Number: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Property Owner (If Different than Applicant's)

Last Name: _____ First Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

With my signature, I acknowledge and give permission to the above-named applicant to apply for this permit to make changes to my property and to complete any improvements upon my property as outlined in this application or as approved by the City of Republic (may submit permission by other communication).

Signature: _____

Contractor

Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

WA State License #: _____

Sign Information

All information and required fee must be submitted at the time of application. Please consult the **Sign Code Ordinance 2024-04** for complete information and requirements regarding signage.

Type of Sign: Wall _____ Projecting _____ Freestanding _____ Portable _____

Temporary Banner _____ Other (Please Specify) _____

Lighting: YES or No (If yes provide a detailed description below. The description needs to include the directions of lighting, lumens, etc.) If more description space is needed add another sheet.

Brief Description: _____

Please provide detailed, scaled drawing(s) of the proposed sign including but not limited to:

1. Dimensions of sign, including height of sign and sign structure;
2. Copy, graphics, the sign type and materials;
3. Connection methods and materials and/or mounting structures and devices;
4. Site plan, showing the location of and measurements of the proposed sign, streets, existing signs and structures, etc.;
5. For additions or changes to existing signs or sign structures where not all components of the sign are proposed to be changed, please provide photos or renderings of the current existing sign and an enhanced photo or rendering of the proposed sign change.

Special Event Temporary Banners/Signs Rules include:

1. Must be permitted, and must be removed within seven days of the completion of the event or activity.
2. Fonts must be approved by Administrator.

The municipality, its officers, agents, and employees shall be held harmless against any and all claims resulting from the erection, alteration, relocation, construction, or maintenance of signs legally allowed as a result of this application.

Applicant Signature: _____ Date: _____

Temporary Sign Permits become VOID after 6 months from the date of installation. These permits can be renewed for an additional 6 months twice.

For Office Use Only

Building Permit Required _____ Electrical Permit Required _____

Permit Approved _____ Permit Denied _____ Reason(s) _____

Administrator Signature: _____ Date: _____

Sign Fee Schedule

Temporary Sign Fees

Base Charge	\$20.00
6-month Renewal Fee	\$15.00
Additional Signs Fee	\$5.00 per sign

Permanent Sign Fees

Base Charge	\$47.00 (plus \$0.30 a square foot)
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