



**City of Acworth  
Development Department**

4415 Center Street  
Acworth, Georgia 30101  
Office: (770) 974-2032  
[Building@acworth-ga.gov](mailto:Building@acworth-ga.gov)

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## **SIGN PERMIT**

It shall hereafter be unlawful for any person to erect, place, or maintain a sign in the City of Acworth except accordance with the Provisions of Chapter 74 Sign Ordinance.

**Signage that is located in the Historic Business District (HBD) will be submitted for review by the Downtown Dev. Authority during the formal review process.**

### **PLEASE SELECT TYPE**

SEMI-PERMANENT DIRECTIONAL SIGN: COST: \$105.00 (to be renewed annually)

MONUMENT/PERMANENT SIGN VALUATION: \_\_\_\_\_

BILLBOARD VALUATION: \_\_\_\_\_

(VALUATION IS THE TOTAL "Turn-Key" COST OF INSTALLATIONS, WHICH INCLUDES THE COST OF LABOR MATERIALS AND PROFIT TO DESIGN, BUILD, ERECT AND LIGHT THE SIGN AND ITS SUPPORTS)  
FEES ARE \$6.00 per \$1,000 THE VALUATION OF THE SIGN (or portion thereof) PLUS A \$60.00 BASE FEE.

**PLEASE ATTACH COPY OF SIGN COMPANY'S CURRENT BUSINESS LICENSE**

**IF A SIGN IS INSTALLED WITHOUT A PROPER PERMIT  
YOUR COMPANY WILL BE CHARGED A DOUBLE PERMIT FEE**

A permit is required for all signs except as specifically excluded from the provisions of Chapter 74 of the City of Acworth Sign Ordinance, it shall be unlawful for any person to post, display, substantially change or erect a sign or advertising device in the city without first having obtained a sign permit. A change in only the copy of a sign or advertising device shall not constitute a substantial change.

**Note:** A separate permit is required for each and every building or structure on which work is to be done. If a building contains more than (1) unit, list the addresses of all units in which work will be done.

This permit becomes null and void if work or construction authorized is not commenced within 6 months, or if construction or work is suspended, or abandoned for a period of 6 months at anytime after work is started.

**Job Address:** \_\_\_\_\_

**Location of Sign on Property:** \_\_\_\_\_ **Power Company:** \_\_\_\_\_

**Job Name/Subdivision:** \_\_\_\_\_

**Owner of Real Property:** \_\_\_\_\_ **Mobile:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_

**State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Sign Company (Contractor):** \_\_\_\_\_

**Mobile:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_

**State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**\*\*\*Monument signs greater than 12 feet tall shall provide electrical and structural drawings prepared by an engineer licensed to practice in the State of Georgia.\*\*\***



Linear Feet of the business or property: \_\_\_\_\_

Square footage of existing signage: \_\_\_\_\_

Square footage of proposed signage: \_\_\_\_\_

Is the property located in a Historic District? \_\_\_\_ YES \_\_\_\_ NO

(If so, please see **Section 74-13** Historic Business District Regulations)

Is this an application for a hanging or awning sign in the Historic District? \_\_\_\_ YES \_\_\_\_ NO

(if YES, please read and sign the below):

[\_\_\_\_\_] agrees to indemnify and hold harmless the City of Acworth from any and all claims, liabilities, damages, costs, or expenses (including legal fees) arising out of, or in connection with, the installation, maintenance, or use of the sign in the right of way. This indemnification shall apply to any injuries, property damage, or other losses incurred as a result of the sign's presence.

Will the sign be luminated: **EXTERNALLY / INTERNALLY**

**Re-inspection Fees: \$60.00 each occurrence**

Work commencing without a permit: Where any work for which a permit is required is started without such permit having been issued, the applicable fee shall be doubled. The payment of such a double fee shall not relieve any persons from fully complying with the requirements of all applicable codes and City Ordinances including on work already performed, concealed, or otherwise not inspected, nor shall it relieve them from any other penalties as may be prescribed by law.

I hereby certify that I have read and examined this document and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. Granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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**FOR OFFICAL USE ONLY**

Zoning: \_\_\_\_\_ Date \_\_\_\_\_ Approved/ Denied

Building Division: \_\_\_\_\_ Date \_\_\_\_\_ Approved/ Denied

D.D.A. Director (if applicable): \_\_\_\_\_ Date \_\_\_\_\_ Approved/Denied

Comments: