



SIGN PERMIT APPLICATION

City of Rowlett
5702 Rowlett Road
Rowlett, TX 75089

Project Address

Business Name

Sign Contractor*

Phone

Email

Applicant Name (Printed name of applicant)

Phone

Email

*Electrical contractors must validate onto this permit before performing any work.

Type of Sign:

- | | | |
|-------------------------------------|--------------------------------------|--|
| ☐ Wall | ☐ Roof | ☐ Monument |
| ☐ Awning | ☐ Menu Board | ☐ Single tenant |
| ☐ Projecting | ☐ Directional | ☐ Multi-tenant |
| ☐ Marquee | ☐ Canopy | ☐ Sub-division |
| ☐ Hanging | | |

Additional Information:

What is the square footage of the sign? _____

What is the estimated value of the sign? _____

Will the sign be illuminated or have electrical components? ☐ Yes ☐ No

Are there any existing signs that will remain on the façade? ☐ Yes ☐ No

If yes, what is the total square footage of those signs? _____

Submittal Requirements Checklist (to be included with application):

- | | |
|--|--|
| ☐ Drawing of sign to-scale | ☐ Wind load of proposed sign |
| ☐ Sign height, width, and clearance | ☐ Zoning district of sign location |
| ☐ Sign area in square feet | ☐ Sign construction materials |
| ☐ Sign setbacks | ☐ Additional information may be requested |
| ☐ Site plan showing all utility and access easements with sign location | |
| ☐ Area of façade or surface in square feet to which the sign will be attached | |

NOTICE TO APPLICANT: This permit is issued based on information furnished in this application and on any submitted plans and is subject to the provisions and requirements of the City of Rowlett Code of Ordinances and any other applicable ordinance. This permit is used only for the purpose of allowing construction of a building or structure conforming to the codes and ordinances of the city, regardless of information and/or plans submitted. The issuance or granting of a permit shall not be construed to be a permit for, or an approval of, any violation of any of the provisions of any ordinance of the City of Rowlett. Permits presuming to give authority to violate or cancel the provisions of any City of Rowlett ordinance or regulation shall not be valid.

I HEREBY ACCEPT ALL CONDITIONS HEREIN ABOVE MENTIONED AND CERTIFY THAT ALL STATEMENTS HEREIN RECORDED BY ME ARE TRUE AND CORRECT.

APPLICANT'S SIGNATURE: _____

DATE: _____