

# APPLICATION FOR SIGN PERMIT

*Village of Crooksville*

PERMIT NUMBER: \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

*Location of the building, structure or lot to which or upon which the sign is to be attached or erected:*

*Name of the person, firm, corporation or association erecting the sign:*

*Dimensions, materials being used, the type of illumination, if any, and the method of construction and attachment:*

*Location and position of sign in relation to nearby buildings or structures:*

*Attach the following: (1) Scale drawing of such sign indicating the dimensions, the materials being used, the type of illumination, if any, and the method of construction and attachment. (2) Scale drawing indicating the location and position of such sign in relation to nearby buildings or structures.*

*Signature of owner or lessee of the building, structure or land to which or upon which the sign is to be affixed, in the event that the applicant is not the owner:*

\_\_\_\_\_  
*Signature of Owner or Lessee*

\_\_\_\_\_  
*Applicant Signature*

Approved:

Mayor : \_\_\_\_\_

Administrator : \_\_\_\_\_

Council Member: \_\_\_\_\_

PERMIT TO STAND AS PAID IN FULL RECEIPT

**SIGN PERMIT CHECKLIST**

- ☐ Completed application
- ☐ Scale drawing of sign with dimensions and list of materials being used
- ☐ Scale drawing indicating location and position of sign in relation to nearby buildings or structures
- ☐ \$25.00 fee payable upon Council approval