



SIGN PERMIT APPLICATION

SIGN LOCATION AND CONTRACTOR INFORMATION

Address of Sign:	Palestine, Texas		
Proposed Advertisement:			
Sign Company Name:			
Contact:			
Sign Company Address:			
Phone #:		Email:	

TYPE OF SIGN

☐	Freestanding (Pole Sign)	☐	Freestanding (Monument)	☐	New Sign Face	☐	Hanging Sign
☐	Wall Sign	☐	Canopy	☐	Awning	☐	Directory Sign
☐	Signboard	☐	Window Sign	☐	Projecting Sign	☐	Sidewalk Sign
☐	Historic Sign	☐	Spectacular Sign	☐	Ghost Sign	☐	Landmark Sign
☐	Other (specify):						

Sign Dimensions:

Is the sign illuminated? ☐ Yes ☐ No

****In accordance with STATE LAW & CITY ORDINANCE, illuminated signs must be constructed, installed and wired by a State Licensed Electrical Sign Contractor or a State Licensed Master Electrician.**

***New monument or ground signs require additional landscaping requirements.**

***The Main Street Manager reviews signage in the Main Street Overlay District.**

APPLICANT SIGNATURE

I acknowledge that all of the information provided in the application is true and correct to the best of my knowledge. Furthermore, I am the legal owner of the property described in the application or, alternatively, that I am authorized to represent all of the owners of the property where the sign(s) will be removed, repaired, constructed, or altered.

Owner or Agent's Signature



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APPLICATION SUBMITTAL REQUIREMENTS

1. Completed application;
2. A site plan or survey showing the following information:
 - The type of sign to be installed or repaired. (Example, pole, monument or wall sign);
 - The dimensions and total square footage of the sign and the sign's support structure;
 - The location of the sign in relation to the face of the building on which, or in front of which, it is to be located;
 - The boundaries of the lot or parcel of land upon which it is to be located including the address;
 - All electrical transmission lines within 30-feet of any part of the proposed sign or sign structure;
 - The dimensions and location of all electrical signs on the premises.

PERMIT FEES

1. Sign Permit, up to 100sq.ft.-\$50.00
2. Sign Permit, Over 100sq.ft.- \$100.00

STAFF USE ONLY

Sign within Commercial Corridor? ☐ Yes ☐ No Applicable only to pylon or pole signs

Pole Sign? ☐ Yes ☐ No

Require Main Street approval? ☐ Yes ☐ No

Main Street Manager Signature _____