



Village of Monroeville
21 N Main St. ~ P.O. Box 156
Monroeville, OH. 44847

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Website: <http://www.MonroevilleOhio.com>

SIGN PERMIT APPLICATION

PERMIT NO. _____

ASSIGNED BY VILLAGE ADM. OFFICE

VILLAGE OF MONROEVILLE, HURON COUNTY, OHIO _____, 20____.
DATE

IF THE SIGN PERMIT APPLICATION IS FOR MORE THAN ONE SIGN, PLEASE LIST APPROPRIATE INFORMATION ON A SEPARATE SHEET.

THE UNDERSIGNED HEREBY APPLIES FOR A SIGN PERMIT FOR THE FOLLOWING USE, TO BE ISSUED ON THE BASIS OF THE REPRESENTATIONS CONTAINED HEREIN, ALL OF WHICH APPLICANT SAYS ARE TRUE:

PLEASE PRINT:

1. PROPERTY LOCATION/ADDRESS: _____

2. PROPERTY OWNER'S NAME: _____
ADDRESS: _____ PH.: _____

3. PROPOSED USE:
____NEW CONSTRUCTION ____POLE SIGN ____WINDOW SIGN
____ILLUMINATION ____WALL MOUNT ____FREE STANDING
____COLORED SIGN IF SO, WHAT COLORS: _____

MESSAGE ON SIGN: _____

____RESIDENTIAL ____COMMERCIAL ____INDUSTRIAL ____AGRICULTURE

4. DIMENSIONS OF SIGN BOARD: _____ FEET IN HEIGHT, BY _____ FEET IN LENGTH, AND
____ FEET IN WIDTH

5. SITUATED ON THE: _____ SIDE OF _____
DESIGNATE IF LEFT OR RIGHT STREET NAME

6. ESTIMATED COST OF INSTALLATION: \$ _____

7. CONTRACTOR NAME: _____
ADDRESS: _____ PH: _____
**(CONTRACTORS ARE REQUIRED TO COMPLETE A CONTRACTOR REGISTRATION WITH THE
VILLAGE OF MONROEVILLE, PRIOR TO STARTING WORK IN THE VILLAGE)**

8. APPLICANT NAME: _____
PRINT NAME SIGNATURE DATE

FILED WITH ZONING INSPECTOR: _____
ZONING INSPECTOR SIGNATURE DATE

.....
OFFICE USE

DATE APPLICATION RECEIVED: _____, 20____ FEE PAID: \$ _____
DATE

UPON THE BASIS OF APPLICATION NO. _____, THE STATEMENTS IN WHICH ARE
MADE A PART HEREOF, THE PROPOSED USAGE IS FOUND TO BE **IN / NOT IN** ACCORDANCE WITH THE
VILLAGE OF MONROEVILLE ZONING ORDINANCE, AND IS HEREBY:

____ **APPROVED** OR ____ **DENIED**

VILLAGE OF MONROEVILLE, HURON COUNTY, OHIO: _____
ZONING INSPECTOR NAME

ZONING INSPECTOR SIGNATURE

ZONING APPLICATION RULED ON: _____, 20____ ZONING DISTRICT: _____
DATE

IF APPLICATION IS DENIED, REASON FOR DENIAL: _____

MODIFIED AUGUST 2023

PLEASE LIST ALL SIGNS CURRENTLY IN USE ON THE PROPERTY:

SIGN	MESSAGE	SQ. FT.
#1	_____	_____
#2	_____	_____
#3	_____	_____
#4	_____	_____
#5	_____	_____
#6	_____	_____
#7	_____	_____
#8	_____	_____
#9	_____	_____
#10	_____	_____

- **ATTACH A SKETCH SHOWING THE LOCATION OF THE BUILDING & THE LOCATION OF THE SIGN(S) TO BE PLACED ON THE PROPERTY. NO SIGN SHALL BE PERMITTED CLOSER THAN TEN (10) FEET TO THE PUBLIC RIGHT-OF-WAY.**
- **LIST THE MESSAGE OF EACH SIGN AND THE SQUARE FOOTAGE SEPARATELY.**
- **PROVIDE A DRAWING, SKETCH OR PHOTO OF EACH SIGN, INDICATING DESIGN & COLOR OF THE SIGN(S) TO BE INSTALLED.**
- **IF APPLICABLE, INDICATE HOW THE SIGN(S) WILL BE ILLUMINATED.**

APPLICANT NAME: _____

APPLICANT SIGNATURE: _____

DATE: _____

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SIGNATURE OF APPLICANT

DATE

