



# Permanent Sign Permit Application

## Fee \$250.00

Property information and location  
(All lines applicable to this site must be filled in)

Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_

**Parcel # of subject property:** \_\_\_\_\_

**PSP #:** \_\_\_\_\_ **Receipt #:** \_\_\_\_\_

Accepted  Denied  Issued with Conditions

Comments or Conditions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reviewed by: \_\_\_\_\_  
(FOR OFFICE USE ONLY)

\_\_\_\_\_  
BUSINESS NAME

\_\_\_\_\_  
LOCATION/ADDRESS OF SIGN

\_\_\_\_\_  
PHONE #

\_\_\_\_\_  
PROPERTY OWNER'S NAME

\_\_\_\_\_  
ADDRESS, CITY, STATE, ZIP

\_\_\_\_\_  
PHONE #

\_\_\_\_\_  
APPLICANT/CONTACT

\_\_\_\_\_  
ADDRESS, CITY, STATE, ZIP

\_\_\_\_\_  
PHONE #

Total number of temporary signs to be displayed: \_\_\_\_\_

Sign Height: \_\_\_\_\_ sq ft    Number of sign faces: \_\_\_\_\_

Setback from property line: \_\_\_\_\_ (2' minimum)

List dates of temporary sign display: \_\_\_\_\_

Permit expiration date: \_\_\_\_\_

***ATTACH TWO SETS OF PLANS INCLUDING DIMENSIONS, HEIGHT, LANGUAGE, MATERIALS, AND SUPPORT.  
ALSO ATTACH TWO PLOT PLANS INCLUDING LOT LINES, STRUCTURES, ACCESS, EASEMENTS, ADJACENT STREETS, AND DIMENSIONS.***

# EXAMPLE OF SITE PLAN

