

# TOWN OF EDGECLIFF VILLAGE

## SIGN PERMIT APPLICATION

DATE: \_\_\_\_\_

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

OWNER'S NAME: \_\_\_\_\_

OWNERS ADDRESS: \_\_\_\_\_  
Address City/State Zip Phone

LEGAL DESCRIPTION: \_\_\_\_\_  
Lot/Tract Block Section Addition

SIGN CONTRACTOR: \_\_\_\_\_  
Address City/State Zip Phone

PROPOSED USE: \_\_\_\_\_ VALUATION OF PROJECT: \_\_\_\_\_

DESCRIPTION OF WORK INCLUDING SQUARE FOOTAGE: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

TYPE OF SIGN: FIN \_\_\_\_\_ POLE \_\_\_\_\_ GROUND \_\_\_\_\_ ROOF \_\_\_\_\_ WALL \_\_\_\_\_ PROJECTING \_\_\_\_\_  
 COMBINATION \_\_\_\_\_ MARQUEE \_\_\_\_\_ ELECTRIC \_\_\_\_\_ TEMPORARY \_\_\_\_\_

### NOTICE

Separate permits are required for all building and sign construction. Except for temporary signs, this permit becomes null or void if work or construction authorized is not commenced within six (6) months, or if construction or work is suspended or abandoned for a period of six (6) months at any time after work is commenced. For temporary signs, this permit becomes null and void two (2) months after issuance. \*

I hereby certify that I have read and examined this application and know the same to be true and correct and that all provisions of the city ordinances and state laws will be complied with. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulation construction or the performance of construction. I am the owner of the above property or his duly authorized agent. Permission is hereby granted to enter premises and make all necessary inspections.

SIGNATURE OF CONTRACTOR OR AUTHORIZED AGENT: \_\_\_\_\_ DATE: \_\_\_\_\_

SIGNATURE OF OWNER (IF OWNER BUILDER): \_\_\_\_\_ DATE: \_\_\_\_\_

\*EXCEPTION: Signs for PD issued for 1 year; must reapply annually.

#### SPECIAL CONDITIONS

APPROVED FOR ISSUANCE BY: \_\_\_\_\_ PERMIT FEE: \$ \_\_\_\_\_

## ISSUANCE OF SIGN PERMIT

- (1) Generally. Any person, firm or corporation desiring to construct, install, or cause to be constructed or installed any sign within the town limits (except those signs exempted from the terms of this subsection pursuant to subsection I, "Exemptions") shall first apply for a permit and pay the required permit fee.
- (2) Department of Transportation License. Any person, firm or corporation desiring to construct, install, or cause to be constructed or installed, any off-premises advertising sign along the interstate highway system or the federal aid primary highway system within the town limits shall, prior to issuance of a permit, present proof of having first obtained an outdoor advertising license from the Texas Department of Transportation.
- (3) Permit Application. The application for a sign permit shall be made by the owner or tenant of the property on which the sign is to be located, his authorized agent, or a sign contractor. Such applications shall be made in writing on forms furnished by the town secretary and shall be signed by the applicant. Every application for approval shall be accompanied by a plan or plans drawn to scale and including:
  - (a) The dimensions of the sign and, where applicable, the dimensions of the wall surface of the building to which it is to be attached.
  - (b) The dimensions of the sign's supporting members.
  - (c) The proposed height of the sign.
  - (d) The proposed location of the sign in relation to the face of the building, in front of, beside, or on which it is to be erected.
  - (e) The proposed location of the sign in relation to the boundaries of the lot upon which it is to be situated. (This requirement shall not apply to wall signs.)
  - (f) For temporary signs allowed pursuant to subsection F, the requested duration of the permit, and the beginning and ending dates of the proposed activity, if applicable.
  - (g) Any other mechanical, engineering and architectural data required by the town.

Upon obtaining a building permit, the owner or his authorized agent shall sign a statement indemnifying and holding the town harmless for any damages that may result from the placement of said sign, including attorneys fees and all costs of litigation.