



# City Of Double Horn Sign Permit Application

Temporary Sign: \_\_\_\_\_

Permanent Sign: \_\_\_\_\_

Application Number: \_\_\_\_\_

Date Submitted: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Business Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

(Location of Sign) (Street) (City) (State) (Zip Code)

Property Owner (If different from above): \_\_\_\_\_

Phone: \_\_\_\_\_ Address: \_\_\_\_\_

(Street)

(City)

(State)

(Zip Code)

With In City Limits \_\_\_\_\_ ETJ \_\_\_\_\_ Subdivision \_\_\_\_\_ Lot \_\_\_\_\_ Block \_\_\_\_\_ Section \_\_\_\_\_

Zoned / Use Code: Commercial (C) \_\_\_\_\_ Industrial (I) \_\_\_\_\_ Non-Residential Buffer District (NR) \_\_\_\_\_

Type: Attached \_\_\_\_\_ Off-Premises \_\_\_\_\_ Commercial \_\_\_\_\_ Electronic \_\_\_\_\_ Monument \_\_\_\_\_ Wall \_\_\_\_\_

Contractor Erecting Sign: \_\_\_\_\_

Phone: \_\_\_\_\_ Address: \_\_\_\_\_

(Street)

(City)

(State)

(Zip Code)

Permit Fee: \$ \_\_\_\_\_

Up to 80 sq. ft. \$25.00      81 to 140 sq. ft. \$50.00      Over 140 sq. ft. TBD (Variance Required)

Date Paid: \_\_\_\_\_ Cash \_\_\_\_\_ Check \_\_\_\_\_ Check Number \_\_\_\_\_

**\*\*\* If any work is started or initiated without a permit first being obtained, the specified permit fee(s) described below shall be Doubled and Paid before a permit will be issued**

Required to be submitted with Permit Application:

- 1.) Two (2) sets of scaled drawings of the plans and specifications, including size and color of the proposed sign and its various parts, the style of lettering, the message, lighting, type of material of which it is fabricated and the method of attachment to the building or to the ground and indicating associated landscaping.
- 2.) A color sketch or color photograph of the sign and building, as well as any contiguous street or building in order to display how they would appear in relation to one another.
- 3.) Written consent of the owner of the building, structure, and land to which or on which the sign is to be erected, if applicable.
- 4.) Location, dimensions, and description of any existing sign on the property.
- 5.) If required by the council, a copy of stress sheets and calculations showing that the structure is designed for dead load and wind pressures in any direction in the amount required by this and all other laws of the state or federal government and ordinances of the City
- 6.) If the application is for a variance, a list of the hardships associated with the variance request.

Improvements detailed herein must be completed within sixty (60) days from the date this permit has been approved by the city building official, otherwise this permit shall be come null and void.

The applicant hereby acknowledges receipt of a copy of this permit and all applicable attachments, including the sign regulation ordinance. The City Secretary must be contacted when erection of the sign is complete, and the City shall make an inspection to determine if the sign conforms to the permit.

\_\_\_\_\_  
Signature of Permit Applicant

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
Signature of Sign Owner

\_\_\_\_\_  
Mailing Address

City Action: Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
City Official Title

\_\_\_\_\_  
City Official Signature

If Disapproved, Reason for disapproval:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Correctable: Yes \_\_\_\_\_ No \_\_\_\_\_)