



*The Planning and Permitting Office*  
*The Unified Government of Cusseta-Chattahoochee County, Georgia*

215 McNaughton St Cusseta, Georgia 31805  
Telephone 706-890-4007 | Fax No. 706-989-2005

## SIGN PERMIT APPLICATION

### For Office Use Only

Permit# \_\_\_\_\_

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Date approved: \_\_\_\_\_

Approved by: \_\_\_\_\_

DATE APPLICATION IS HEREBY MADE: \_\_\_\_\_

LOCATION OF WORK TO BE DONE: \_\_\_\_\_ CUSSETA, GA 31805

### APPLICANT/BUSINESS INFORMATION

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

APPLICANT NAME: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

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

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

ARE YOU THE PROPERTY OWNER? ☐ YES ☐ NO ☐ SHARED OWNERSHIP

**Note: If you are not the property owner, you must submit evidence of approval by the property owner to erect the sign proposed.**

#### OWNER CERTIFICATION:

I hereby certify with the signature below that I am the owner of the property on which the sign applied for will be placed, or if I am not the property owner, I have secured permission from the property owner (submit evidence of approval).

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

### PROPERTY OWNER INFORMATION

NAME: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ EMAIL: \_\_\_\_\_

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

### SIGN CONTRACTOR INFORMATION

NAME: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ EMAIL: \_\_\_\_\_

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

BUSINESS LICENSE NUMBER: \_\_\_\_\_

**SIGN LOCATION INFORMATION**

**ROAD FRONTAGE:** \_\_\_\_\_  
(name of street/highway)

**ROAD CHARACTERISTICS:** ☐ Local Road ☐ State Route (2-3 lanes) ☐ 4 lane + or divided

**EXISTING USE OF PROPERTY:** ☐ Non-residential, one use on property ☐ Residential, Single Family  
☐ Agricultural ☐ Non-residential, multi-use/multi-tenant ☐ Residential, Multi-Family  
☐ Vacant/Undeveloped ☐ Residential Subdivision

**SIGNAGE INFORMATION**

**TYPE OF SIGN:** ☐ Ground Sign ☐ Temporary Sign (sale, rent, construction) ☐ Special Event ☐ Wall Sign  
☐ Other: \_\_\_\_\_

**GROUND SIGN HEIGHT:** \_\_\_\_\_ **DIMENSIONS OF SIGN:** \_\_\_\_\_

**COST OF CONSTRUCTION:** \_\_\_\_\_

**WILL THE SIGN BE ILLUMINATED?** ☐ Yes ☐ No If yes, please fill out the following information:

**ELECTRIC: CONTRACTOR'S NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**PHONE NUMBER:** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

**LICENSE NUMBER:** \_\_\_\_\_

**ADDITIONAL REQUIRED APPLICATION MATERIALS**

☐ A drawing of the sign and other information which shows the height of the sign, the area of the face of the sign, the color scheme of the sign, and the structural supports of the sign.

☐ A boundary survey or tax plat of the property on which the sign will be located which shows where thereon the sign will be located and, in the case of ground signs, the distance from the property lines and the street right-of-way and street pavement.

☐ Consent of the owner, or his agent, granting permission for the placement or maintenance of the subject sign, which may include a copy of the lease or other document from the owner of the sign which authorized the erection thereof.

**\*\*\*NOTICE\*\*\***

This permit becomes null and void if work or construction authorized by this permit is not begun within six (6) months from the date of issuance thereof, or if construction or work is suspended, or abandoned for a period of six (6) months at any time after work is commenced, unless an extension is approved by the Planning Commission for Cusseta-Chattahoochee County, Georgia.

I hereby certify to the best of my knowledge and Belief that I have read and examined this document and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. Granting of permit does not presume to give authority to violate or cancel the provisions of any other federal, state or local law regulating construction or the performance of construction. I acknowledge receipt of inspection procedures for work covered under this permit.

**X****Signature of Contractor, Authorized agent and/or Property Owner****APPLICATION ACCEPTED BY****PLANS CHECKED BY****APPROVED FOR ISSUANCE BY**