



SIGN PERMIT APPLICATION

Permit Fees: \$100 for the first sign, \$50 for any additional sign within 6 months of the original permitted sign

Applicant Information

Full Name: _____ Date: _____
Last First M.I. _____
Address: _____ Apartment/Unit # _____
Street Address _____
City State ZIP Code _____
Phone: _____ Email _____

Job Site Information

Property Owner: _____ Address: _____
Width: _____ Height: _____ Sq. Footage of Sign: _____

Other Notes: _____

Contractor Information

Please list professional references.

Name: _____ WV License #: _____
Address: _____ Phone: _____

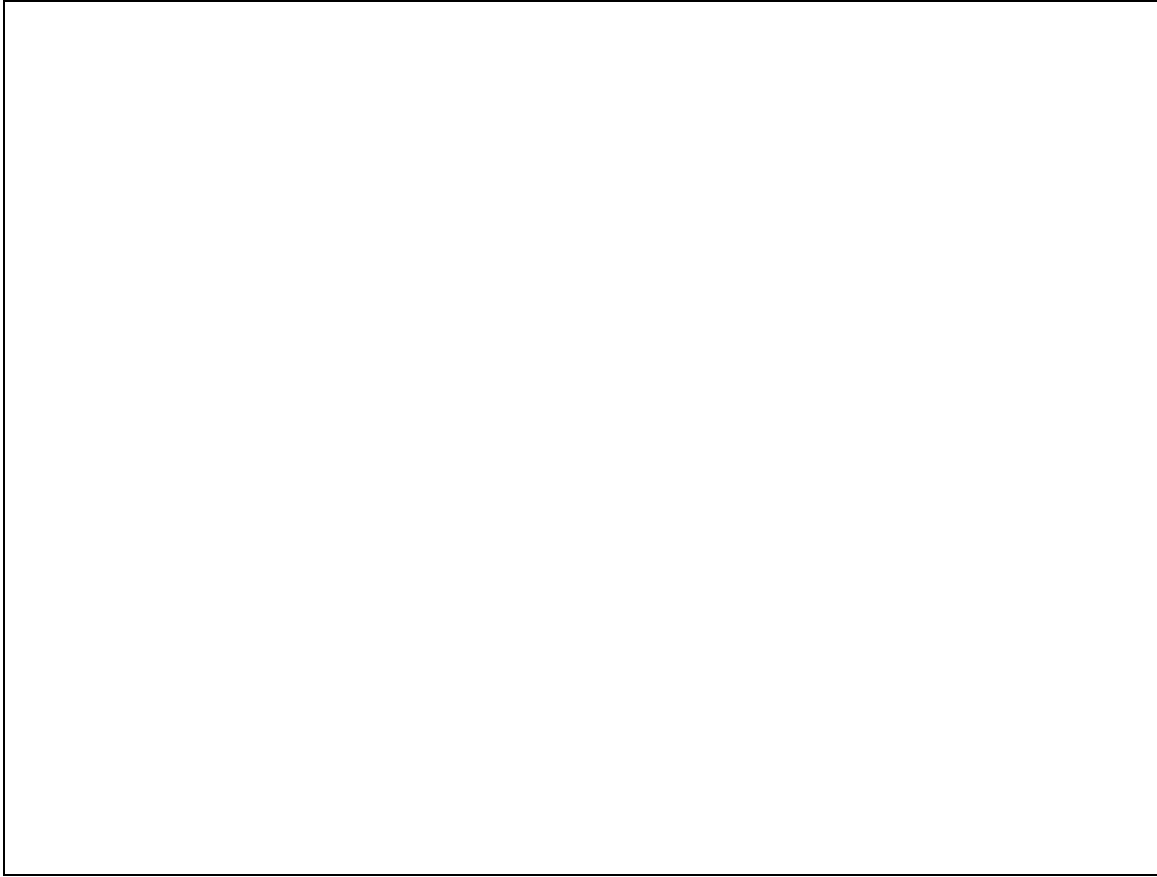
Name: _____ WV License #: _____
Address: _____ Phone: _____

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Type of Sign

- Canopy
- Changeable Canopy
- Electrical
- Ground
- Kiosk
- Marquee
- Monument
- Multi-Tenant
- Pole
- Portable
- Projecting
- Wall
- Window

Sketch of Sign



All applications shall be accompanied by accurate site sketches & scaled drawings showing the proposed sign or sign structure, its content, & the location of the proposed sign on the premises.

Signature

I understand and will adhere to all forgoing requirements and will post approved sign permit at the job site.

Signature of Applicant: _____ Date _____

OFFICE USE ONLY

Date Submitted:
Received By:
Amount Paid:
Payment Type:
<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
Code Enforcement Signature: _____