



Building Safety Division

Phone # - 309-434-2226

Fax # - 309-434-2857

Sign Permit Application

Site Address:	Application Date:
	Anticipated Start:
	Anticipated Completion:

	NAME	ADDRESS	PHONE
OWNER			
CONTRACTOR			
SUB-CONTRACTOR			
APPLICANT			

Check One Type Below:	Speed Limit of Street(s) Adjoining Property (MPH) & Width:	
<input type="checkbox"/> → Temporary Sign	MPH:	
<input type="checkbox"/> → Change of Copy	Width (ft.)	
<input type="checkbox"/> → New Signage	OTHER:	

Number & Type of Sign(s):	#	S.F.	D.F.		#	S.F.	D.F.
WALL SIGN				CANOPY SIGN			
GROUND SIGN				AWNING SIGN			
ROOF SIGN				OFF-PREMISE SIGN			
PROJECTING SIGN							

(S.F. = Single Faced D.F. = Double Faced)

TOTAL SQUARE FOOTAGE OF PROPOSED SIGNS:		FOR OFFICE USE ONLY
TOTAL SQUARE FOOTAGE OF EXISTING SIGNS:		
COST OF SIGN(S) (including materials and labor):	\$	
		ZONING OF PROPERTY:



NOTE: WITH THE EXCEPTION OF TEMPORARY SIGNS, THE FOLLOWING MUST ACCOMPANY THIS APPLICATION:

*A SITE PLAN OF THE PROPERTY SHOWING PROPERTY LINES AND DIMENSIONS; PROPERTY ROAD FRONTAGE(S); STRUCTURES LOCATED ON THE PROPERTY; LOCATION OF THE SIGN(S) AND SIGN DIMENSIONS (PROPOSED AND EXISTING); THE RELEVANT DISTANCES FROM THE SIGN(S) TO THE PROPERTY LINES, STRUCTURE(S), AND OTHER SIGNS; CONSTRUCTIONS SUPPORTS; MATERIALS OF THE SIGN AND METHOD OF ATTACHMENT, AND CHARACTER OF STRUCTURAL MEMBERS TO WHICH ATTACHMENT IS TO BE MADE; AND ELECTRICAL WIRING AND COMPONENTS (IF APPLICABLE).

*A SKETCH OF THE PROPOSED SIGN(S) SHOWING SIGN DIMENSIONS.

APPLICATION VOID IF WORK IS NOT STARTED WITHIN 6-MONTHS AFTER PERMIT ISSUANCE.

