



## Description of Signs to be Removed

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### Wall Sign Submittal Requirements

1. Completed application.
2. Drawing of sign showing:
  - Dimensions
  - Location on building
  - Sign message
3. Property owner approval.
4. 2017 Permit fee of **\$100**.

### Ground Sign Submittal Requirements

1. Completed application.
2. Drawing of sign showing:
  - Dimensions
  - Location on building
  - Sign message
  - Structural drawings, **including footings**
3. Property owner approval.
4. 2017 permit fee of **\$100** for an alteration of face change or **\$195** for new sign installation.
5. Site plan showing:
  - North arrow and scale
  - Location of buildings on lot
  - Street names
  - Location of proposed signs and setbacks
  - Placement of existing signs

This is only an application for a sign permit. No work may be performed until the permit has been issued. Penalties will be assessed for any sign erected before obtaining a permit.

The undersigned hereby makes application for a permit for the work herein specified, agreeing to do all work in strict compliance with City Code and hereby declares that all the facts and representations stated in this application are true and correct.

Applicant's Signature \_\_\_\_\_

Date \_\_\_\_\_

