

**Application Fees: Single (1) Sign: \$25**

**Sign Package 2-5 Signs: \$100**

**Sign Package 6+ Signs: \$500**

<b>Sign Location</b>	Address _____	Zoning District _____
<b>Property Owner</b>	Name _____	Phone: _____
	Address _____	Email: _____
<b>Sign Contractor/ Installer</b>	Name/Business _____	Phone: _____
	Address _____	City _____ Zip _____
	Note: certain signs require sealed plans by a registered Michigan architect or engineer	

**Contractor/Applicant Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

<b>Required Information:</b>	<b>Type of Sign:</b>	<b>Detail:</b>
Road Frontage (feet) _____	<input type="checkbox"/> Pole	<input type="checkbox"/> Single-Faced
Setback _____	<input type="checkbox"/> Wall	<input type="checkbox"/> Double-Faced
(property line to the nearest edge of the sign)	<input type="checkbox"/> Ground	
Sign Dimensions Length _____ Width _____	<input type="checkbox"/> Monument	<b>Illumination:</b>
Area L x W = _____	<input type="checkbox"/> Projecting	<input type="checkbox"/> None
Height (from grade) _____	<input type="checkbox"/> Marquee	<input type="checkbox"/> Internal*
Area of first floor wall _____	<input type="checkbox"/> Awning	<input type="checkbox"/> External*
(if wall sign)		
Weight (lbs) _____		

\* if checked, please provide electrical contractor information below and complete a separate electrical permit

<b>Electrical Contractor</b>	Name _____	Phone: _____
	Address _____	
	Note: Michigan Electrical Contractor's License must be provided	

Existing signs currently on premises to be retained: list type and sizes of all signs and attach additional sheets if necessary

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**Please submit plans which show the following (provide digital copies if available):**

- Dimensions of all proposed signs (height, width, length)
- Construction materials
- Site plan with location of sign (show surrounding streets)
- Size of wall where sign(s) will be located
- Electrical equipment and lighting

**OFFICE USE**

Permit approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Permit #