CITY OF MILLERSVILLE

SIGN PERMIT APPLICATION **DATE:**

Instructions: Complete **all** information that is not highlighted with tan. (Tan is for office use only.)

Intended Date for Completion:

PERMIT NUMBER: ZONING:

Flood Map#

SIGN TYPE: (Choose One)

COUNTY [ ]Sumner [ ] Robertson

[ ] Monument [ ] Pole

USE: (Circle one) Accessory Directory

[ ] Banner [ ] Residential

Directional Advertising Off-Premises

[ ]Commercial [ ] Farm/Construction

Dimensions of lot:

LEGAL DESCRIPTION

Map	Group	Parcel	Subdivision

JOB LOCATION [ ] Owner [ ]Tenant

MAILING INFORMATION

Name:

Street Address

Street Address: Lot Number

City State Zip

Home Phone Number Mobile Phone Number

Work Phone Number Fax Number

SIGN MATERIALS

BRACING MATERIALS

Height of Sign including bracing structure

SIGN FACE MATERIALS

LANDSCAPING DETAILS

PERSON RESPONSIBLE FOR MAINTENANCE OF SIGN and LANDSCAPING

Phone #

COMPLETE MAILING ADDRESS

Size of Sign (Total Square Feet)

Total Number of Signs on Parcel

PLEASE READ

This permit becomes null and void if work or construction has not commenced within **six months**, or if construction or work is suspended or abandoned for a period of **six months** at any time after work is commenced.

YOUR SIGNATURE ACKNOWLEDGES THE FOLLOWING:

I HEREBY ACKNOWLEDGE THAT I HAVE READ THIS APPLICATION AND STATE THAT THE ABOVE IS CORRECT AND I AGREE TO COMPLY WITH ALL CITY ORDINANCES, STATE LAWS OR REGULATIONS REGARDING CONSTRUCTION AND WORK AUTHORIZED BY THIS PERMIT.

Authorized Signature: [ ] Owner [ ] Contractor [ ] Tenant

Building Department Approval:

Signature Date

This application is not your Sign Permit.

Please allow no less than 3 business days for processing this application for signs not exceeding 35 square feet, all others may require fourteen (14) days for structural review prior to the issuance/denial of Permit. Engineering calculations for billboard-styled signs are required for submittal.

The following must be attached to this application:

Plot Plan

Sign Detail

Read ALL material attached to sign permit. You will be responsible to abide by all regulations.