



SIGN PERMIT APPLICATION

Please fill out all spaces below. Check the boxes that apply to the sign. Applications for signs require a color picture or drawing of the proposed sign and a site plan marking the location of the proposed sign on the property. Wall Sign proposals should include an elevation drawing depicting the location of the wall sign on the building. Monument sign proposals shall include a landscape plan showing the 100 square feet (minimum) of landscaping surrounding the sign. Incomplete applications will be returned to the applicant. Copies of this form may be made for additional sign applications.

Tenant: Name: _____ E-Mail: _____
 Business Name: _____
 (Sign) Address: _____
 City/State/Zip: _____ Phone: _____

Property Owner: Name: _____ E-Mail: _____
 Business Name: _____
 Address: _____
 City/State/Zip: _____ Phone: _____

Sign Agent: Name: _____ E-Mail: _____
 Business Name: _____
 Address: _____
 City/State/Zip: _____ Phone: _____

Sign Type: Wall / Monument / Directional / Window / Planned Sign Program / Temporary / Other

Sign Information: Zoning: _____ Sign Dimensions: ____ (height) ____ (width)
 Illumination: _____ Setback from Front Property Line: _____
 Overall Sign Height: _____ Types of Materials: _____
 Estimated Sign Value: _____ Additional Comments: _____
 Dates of Display (Temp. & Sale/Lease/Rent Signs): _____

Sign Permit Fee (check one):

- | | |
|---|---|
| <input type="checkbox"/> Permanent Sign (new/specify below) | <input type="checkbox"/> Window Sign (annual fee) \$50.00 |
| <input type="checkbox"/> 4 to 25 square feet \$50.00 | <input type="checkbox"/> Planned Sign Program (specify below) |
| <input type="checkbox"/> 26 to 50 square feet \$75.00 | <input type="checkbox"/> New \$150.00 |
| <input type="checkbox"/> 51 to 100 square feet \$100.00 | <input type="checkbox"/> Amendment \$50.00 |
| <input type="checkbox"/> 101 square feet and over \$150.00 | <input type="checkbox"/> Renewal \$75.00 |
| <input type="checkbox"/> Permanent Sign (renewal) \$50.00 | <input type="checkbox"/> Temporary Sign or Banner..... \$50.00 |
| <input type="checkbox"/> Existing Sign Modification.....\$50.00 | <input type="checkbox"/> Sale/Lease/Rent Signs..... \$50.00 |

It is hereby agreed between the undersigned as owner, his agent or servant, and the City of Glendale, that for and in consideration of the premises and of the permit to construct, erect, alter, or install and the occupancy of building as above described, to be issued and granted by the Inspector of Buildings, that the work thereon will be done in accordance with the descriptions herein set forth in this statement, and it is further agreed to construct, erect, alter or install and occupy in strict compliance with, and all amendments thereto; and to obey any and all lawful order of the Inspector of Buildings of the City of Glendale.

Property Owner Signature: _____ FAX Number: _____
 Print Name: _____ Date: _____
 Tenant/Sign Agent Signature: _____ FAX Number: _____
 Print Name: _____ Date: _____

Office Use Only Check #: _____ Amount: _____ Date: _____ Rec'd by: _____