

FOR OFFICE USE ONLY

EST 1808



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DATE RECEIVED

Sign Permit Building & Zoning Application

PERMIT NUMBER

Provide one set of building elevations showing the location and dimensions of all proposed wall signs and a plot plan showing the location and dimensions of all proposed ground signs. Approved plans and permit must be on the job site and accessible to the inspector. In addition to this sign permit, commercial fees and inspections are required for all freestanding signs, illuminated signs and all wall signs larger than 10 square feet. All signs can be put on one application. All contractors must be registered with the City of Delaware. Payments not accepted at time of permit submittal.

Project Address

Name of Project (business name)

Contact (when permit is ready) Phone Email

Contractor (business name) Phone Email

Owner of Property Phone Email

Lineal feet of front of building/storefront Window area square feet

Total number of signs enter below the number of how many signs of each type applied for

Freestanding Wall Projecting Other

Temporary (indicate number of each type proposed) Banner Window Construction/Development

Proposed sign text

Size (height x width) Total square feet Cost of construction \$

Description of work

The undersigned is either the property owner or a duly authorized agent of the property owner and do hereby verify the truth and correctness of all facts and information presented with this application and authorize on-site inspections by City Staff.

Owner or Authorized Agent Date

Planning/Zoning Date

CBO Date

Fees will be calculated based on Ordinance 22-107 and shall be paid at the time of permit approval.