

DATE: \_\_\_\_\_

PERMIT NO: \_\_\_\_\_

PERMIT FEE: \_\_\_\_\_

CITY OF WAYNE BUILDING & ENGINEERING DEPARTMENT  
4001 S. WAYNE ROAD  
WAYNE, MI 48184 (734) 728-9100

**SIGN APPLICATION**

- New business
- Existing business

Zoning District: \_\_\_\_\_

Cost of Job: \_\_\_\_\_

Location: \_\_\_\_\_

Business Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Sign Erector: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Type of Sign:

1. Pole / Monument / Wall / Roof / Marquee / Projecting / Awning
2. Single Face / Double Face
3. Temporary / Permanent

Size of Sign:

Horizontal Measurement: \_\_\_\_\_ Vertical Measurement: \_\_\_\_\_

Thickness : \_\_\_\_\_ Area: \_\_\_\_\_

Height: \_\_\_\_\_ feet (above existing grade to top of sign.)

Lower edge will be \_\_\_\_\_ feet above grade.

If wall or awning sign, lineal frontage of building: \_\_\_\_\_

Wording on sign:

\_\_\_\_\_  
\_\_\_\_\_

Sign material:

Type used for face of sign constructed: \_\_\_\_\_

Type used for frame of sign constructed: \_\_\_\_\_

Type used for support of sign constructed: \_\_\_\_\_

Will the sign be illuminated? \_\_\_ Yes \_\_\_ No

If yes: Electrician: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Permit No: \_\_\_\_\_

As of this date, are there existing signs erected at this site? \_\_\_ Yes \_\_\_ No

If yes: Type of sign: Wall / Ground / Roof/ Marquee / Projecting / Awning

Will this sign be removed? \_\_\_ Yes \_\_\_ No.

If no: Size of sign: \_\_\_\_\_

1. A separate application is required for each sign.
2. Attach a sketch on a separate page showing the location of the proposed sign, including distance from property lines and nearby buildings or structures.
3. Submit a sign sketch showing elevation view or sign to include measurements and structural support and anchorage.
4. Indicate colors of sign.

Signature of applicant: \_\_\_\_\_

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Do not write below this line - for office use only

Field inspection for existing signs at site which impose limits for new signs  
completed by: \_\_\_\_\_ Date: \_\_\_\_\_

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

Permit denied by: \_\_\_\_\_ Date: \_\_\_\_\_  
Reason for denial of permit (List code sections):

\_\_\_\_\_

Community Development Review: \_\_\_\_\_ Date \_\_\_\_\_

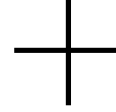
If temporary sign, permit expires on \_\_\_\_\_

Applicant contacted on status of permit on \_\_\_\_\_

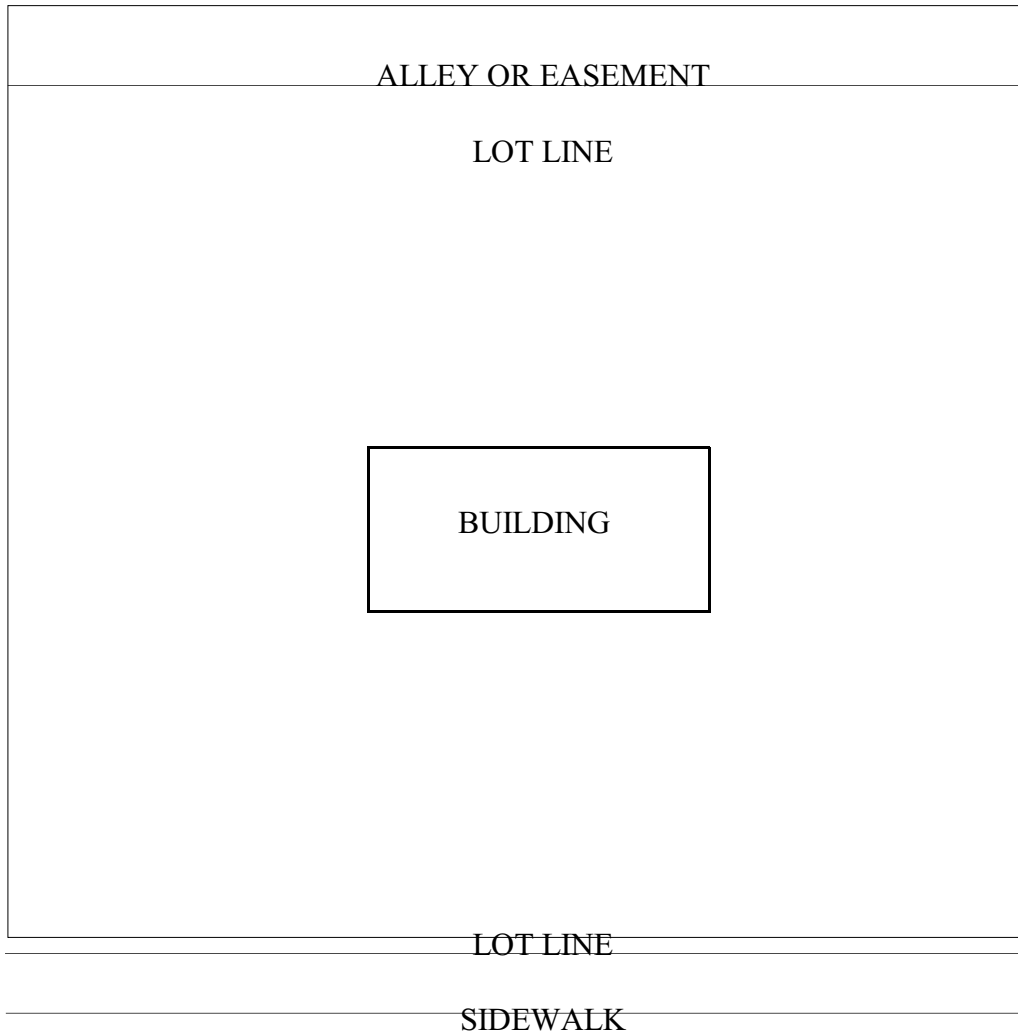
# SIGN PERMIT PLOT PLAN

Please mark measurements of district between:

1. The sign and property lines
2. The sign and the building.
3. The sign and the sidewalk.



**Indicate N.S.E.W.**



ADDRESS: \_\_\_\_\_

Right of Way: No sign shall be strung across any public right of way, nor shall a sign project beyond the property line. [1280.04(g)]