



CITY OF WAYNE BUILDING & ENGINEERING DEPARTMENT
3200 S. WAYNE RD. WAYNE, MI 48184
SIGN PERMIT
(734) 728-9100

DATE: _____

PERMIT NO: _____

PERMIT FEE: _____

SIGN APPLICATION

- New business
 Existing business

Zoning Classification: _____

Cost of Job: _____

Business Address: _____

Sign Erector: _____

Business Name: _____

Address: _____

Phone: _____

Phone: _____

Type of Sign: (Circle One)

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: _____

[Type text]

SPECIAL INSTRUCTIONS:

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.

Affidavit of Petitioner: I the undersigned petitioner, being duly sworn, depose and say that the statements and information herewith submitted are true and correct to the best of his/her knowledge, information and belief, further that he/she is authorized to submit this petition. I further acknowledge that the City and its employees shall not be held liable for any claims that arise as a result of acceptance, processing, or approval of this Sign Permit. I authorize City Staff and/or its representatives to conduct visits to the subject property and allow for reasonable access to the premises:

Signature of Applicant

Date

Signature of Property Owner

Date

Notary for Property Owner:

Subscribed and sworn before me, this _____ day of _____, 20____. A Notary Public in and

for _____ County, Michigan. _____.

_____: Notary Signature

My Commission expires _____, 20_____

THIS PORTION IS TO BE COMPLETED BY THE CITY OF WAYNE:

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.

Alley or Easement

Lot Line

BUILDING

Lot Line

Sidewalk

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)]

[Type text]