Sign Permit Application

Permit #: _____ Date: _____

Disk Provided: ❑ Yes ❑ No

Electric: ❑ Reg ❑ Not Reg ❑ Lic exp

Sign Company: ❑ Reg ❑ Not Reg ❑ Lic exp

6800 Main Street, The Colony, TX 75056
Phone 972-624-3158

THIS APPLICATION IS FOR ALL SIGNS EXCLUDING BANNERS AND INFLATABLES (SEE GENERAL PERMIT).

Incomplete application and/or submittal will delay the review process.

Three (2) full sets of plans AND an electronic .pdf, .jpg or .tif formatted disk of the plans are required to be submitted with application.

If electronic version is not provided, archiving fees will be assessed.

($20.00 SUBMITTAL FEE-ALL OTHER FEES ASSESSED DURING PLAN REVIEW)

NO SIGNS MAY BE ATTACHED TO TREES, FENCES, SHRUBS, UTILITY POLES OR STREET SIGNS.
ALL MONUMENT AND PYLON SIGNS SHALL HAVE THREE (3) DRAWINGS SEALED BY A STATE OF TEXAS REGISTERED PROFESSIONAL ENGINEER OR ARCHITECT.

Check All That Apply:

☐ **New Sign** ☐ **Existing Sign** | ☐ **On Premise** ☐ **Off Premise** | ☐ **Multi Tenant** ☐ **Single Tenant**

Illumination: ☐ None ☐ Internal ☐ External

Type of Sign: ☐ Wall / Attached ☐ Monument ☐ Pylon

☐ Awning ☐ Temporary Construction ☐ Other _____

Job Address: _____

Wording on Sign: _____

Area (sq ft): _____ Overall Height (ft): _____ Zoning: _____ Valuation: _____

Contact person: ❒ Applicant ❒ Business Owner ❒ Contractor

Name of applicant _____ Phone _____

Email _____

Business Owner

Name _____ Phone _____

Address _____ City _____ State _____ Zip _____

Sign Company

Name _____ Phone _____

Address _____ City _____ State _____ Zip _____

Fax _____ E-mail _____

Electric Valuation of Electric Work: _____

Name _____ Phone _____

Address _____ City _____ State _____ Zip _____

I hereby certify that I have the authority to make the necessary application; that all information in this application is correct and all work will comply with the most recently adopted International Building Codes and all other applicable state and local laws, ordinances, and regulations.

Applicant / Agent Name (PRINT)_____

Applicant / Agent Signature _____ Date _____