

OFFICE USE ONLY

PARCEL NO.: _____

MAP NO.: _____

ZONING CLASSIFICATION: _____

OFFICE USE ONLY

REVIEW DATE: _____

APPROVAL: _____
Steve Sokolowski, City Planner

**CITY OF SHEBOYGAN
DEPARTMENT OF CITY DEVELOPMENT**

828 Center Avenue Suite 104, Sheboygan, WI 53081
Phone: (920) 459-3377 Fax: (920) 459-7302
E-Mail: development@ci.sheboygan.wi.us

SIGN PERMIT APPLICATION

(November, 2009)

Completed application and all required attachments are to be filed with the Department of City Development, 828 Center Avenue, Suite 104 for review by the City Planner.

1. APPLICANT INFORMATION

APPLICANT: _____

ADDRESS: _____

E-MAIL ADDRESS: _____

PHONE: () _____ FAX NO: () _____

2. OWNER INFORMATION

OWNER OF SITE: _____

ADDRESS: _____

PHONE: () _____ FAX NO: () _____

3. DESCRIPTION OF THE PROPOSED SIGN AND USE OF THE SUBJECT SITE

NAME OF PROPOSED/EXISTING BUSINESS: _____

ADDRESS OF PROPERTY AFFECTED: _____

USE OF PROPERTY: _____

TYPE OF SIGN: _____

DESCRIPTION OF PROPOSED SIGN: _____

4. CONFIGURATION OF PROPOSED SIGN:

HEIGHT:_____ X WIDTH:_____ = TOTAL SQUARE FOOTAGE:_____

AMOUNT OF PUBLIC STREET FRONTAGE:_____

AMOUNT OF EXPOSED EXTERIOR WALL LENGTH:_____

SETBACK:_____

METHOD OF ATTACHMENT:_____

METHOD OF ILLUMINATION:_____

SIGN MATERIALS:_____

TOTAL SQUARE FOOTAGE OF SIGNS ON SUBJECT PROPERTY:

BEFORE PROPOSED SIGN:_____ AFTER PROPOSED SIGN:_____

5. CERTIFICATE

I hereby certify that all of the above statements and attachments submitted hereto are true and correct to the best of my knowledge and belief, and that the home occupation will be operated in compliance with the data on this application.

APPLICANT'S SIGNATURE

DATE

PRINT ABOVE NAME

6. APPLICATION SUBMITTAL REQUIREMENTS

- a. *For new development*, the approved site plan for the subject property, showing the location and dimensions of all buildings, structures, signs on the subject property, property boundaries and dimensions; and the location of the proposed sign.
- b. *For existing development*, a site plan approved by the City Planner & Zoning Manager, showing the location and dimensions of all buildings, structures, signs on the subject property, property boundaries and dimensions; and the location of the proposed sign.
- c. A scale drawing of the proposed sign listing the height, width, total square footage, method of attachment, method of illumination, sign materials, design and appearance.

- d. The subject property's zoning classification.
- e. The total area of all signs on the subject property both before and after the installation of the proposed sign.
- f. Provide three 11 x 17 color renderings of proposed sign. Attach any photos or drawings that may help in reviewing sign application.

NOTES

Applicant is required to obtain a Sign Permit from the Building Inspection Department, First Floor, City Hall, 828 Center Avenue.

Permit may be revoked without notice if misrepresentation of any of the above information or attachments is found to exist.

Permit shall expire within one (1) year from date of approval unless substantial work has commenced.

Permit is null and void if issued in error. It is understood that any permit issued on this application will not grant any right or privilege to erect any sign or to use any permits for any purpose that is prohibited by the City Zoning Ordinance or any other State or local laws.

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ACTION BY DEPARTMENT OF CITY DEVELOPMENT – SIGN PERMIT APPLICATION

APPROVED: _____ CONDITIONALLY APPROVED: _____ DENIED: _____

CONDITIONS

SIGNATURE: _____

Steve Sokolowski
City Planner & Zoning Manager

DATE: _____