

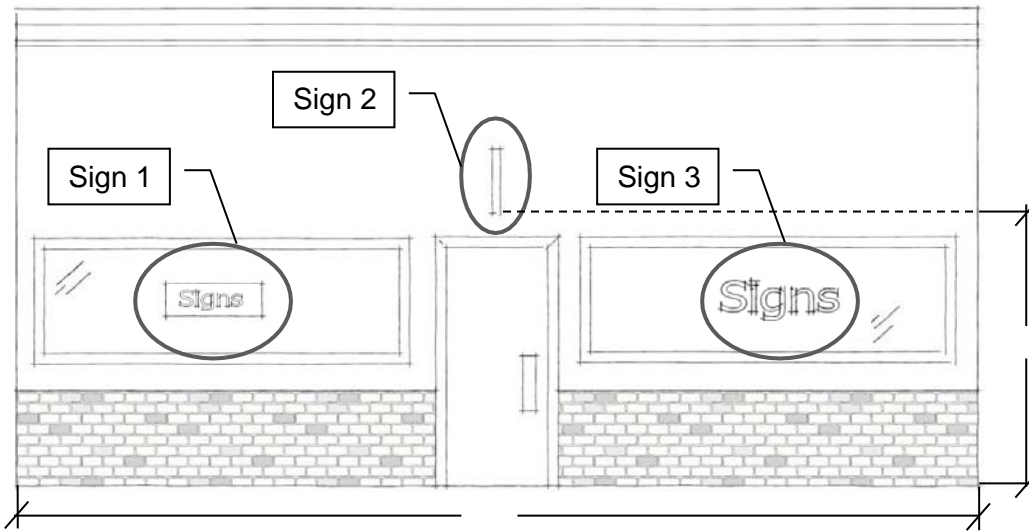
Sign Permit Checklist

Please submit your permit with the following type of information and documents:

Please attach:

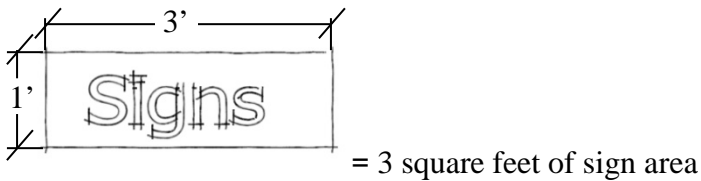
- Letter from property owner, property manager, HOA or Board of Directors
- How the sign will be mounted to the building
- Any lighting plans

The bottom of any hanging sign must be 8 feet off the ground

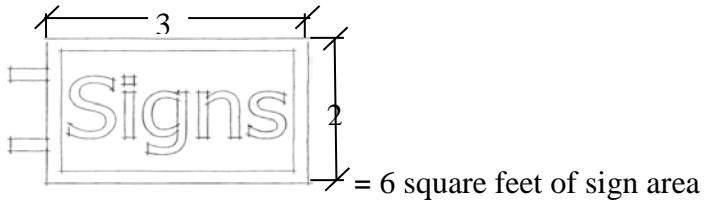


To compute the square footage of your sign:

Sign 1: Window decal with solid background, vinyl.



Sign 2: Projecting sign, wood



Sign 3: Window decal with cut-out letters, vinyl (Only 50% of the square footage counts towards the sign allotment.)

