Sign Permit Application

BUILDING DIVISION

CITY OF NORTH Ridgeville EST 1810

PERMIT REQUIRED

Permits are required to install or structurally alter any sign. Each application shall be accompanied by:

- Scaled drawings depicting the position of the sign in relation to any buildings and structures on the site and adjacent sites and adjacent streets or drives;
- Scaled drawings, plans and specifications, including method of construction and attachment of the sign to the building or ground; and
- The method of illumination, if applicable. Note: Illuminated signs require a separate electrical permit.

See fees listed on the Commercial Permit Fee Schedule. All contractors must be registered for the current year.

GENERAL INFORMATION

Sign location address _____ Permanent parcel number _____

Contractor name _____ Contractor address _____

Contractor phone _____ Contractor email _____

Property owner name _____ Property owner address _____

Property owner phone _____ Property owner email _____

PROJECT INFORMATION

Total Building Frontage (ft) _____ Unit/Tenant Frontage (ft) _____ Construction Cost ($) _____
Primary Street Lot Frontage (ft) _____ Secondary Street/Corner Lot Frontage (ft) _____

Designate proposed signs individually (e.g. Sign A, Sign B, etc.) in plans. Provide sizes of existing signs to remain.

	New	Existing	Ground	Building	Other	Temp	Height (ft.)	Width (ft.)	Area (sq. ft.)
Sign A									
Sign B									
Sign C									
Sign D									
Sign E									
Sign F									
Sign G									
Sign H									
Sign I									

Applicant is: ☐ Contractor ☐ Property Owner ☐ Business Owner

Applicant Signature & Date _____ Property Owner Signature & Date _____

CITY AUTHORIZATION

Building Division Approval & Date _____

PERMIT FEES

PERMIT: _____
ADMIN: _____
TOTAL: _____