



John Black
Mayor

CITY OF LA GRANGE

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Stephanie Wenther
Code Enforcement

Application for Sign Permit

General Information:

Name of Applicant(s): _____

Project Address: _____

Subdivision Name: _____

Current Land Use: _____

Parcel ID: _____ Current Zoning: _____

Are there any past or present related Planning and Zoning cases on this property? If yes, please list the cases:

Signatures:

Owner(s):

Name: _____ Signature: _____

Address: _____

Phone: _____ Email Address: _____

Applicant(s): (if other than owner)

Name: _____ Signature: _____

Address: _____

Phone: _____ Email Address: _____

Contact: (if other than owner)

Name: _____ Signature: _____

Address: _____

Phone: _____ Email Address: _____

A. Sign Information: (measurements should not include structure support)

1. Type of Sign: (Check all that apply)

Temporary Time Length of Display: _____

Permanent

2. Freestanding/Monument Sign (see also section B)

Height: _____ feet Length: _____ feet Area: _____ square feet Front Setback: _____

3. Wall Sign Projecting Sign Banner Flags

1. Height: _____ feet Length: _____ feet Area: _____ square feet Bldg. Frontage Length: _____

2. Height: _____ feet Length: _____ feet Area: _____ square feet Bldg. Frontage Length: _____

4. Electronic Sign

Height: _____ feet Length: _____ feet Area: _____ square feet

Electronic Sign a component of a freestanding/monument sign? YES NO

Percentage of Electronic Display: _____

5. What is the estimated cash value of the sign? _____

6. Total number of signs on the property: _____

7. Illumination Internal External

B. Sign Base / Structure / Support Information:

1. Support or base

Length: _____ feet Width: _____ feet

Height: _____ feet (from ground to bottom of sign)

Height: _____ feet (from ground to top of sign)

2. Distance from support or base to right of way(s)

Distance _____ feet Distance _____ feet

C. Submittal Checklist:

- _____ 1. Complete Sign Permit Application. **(Property Owner's signature required.)**
- _____ 2. Required Sign Permit application fee of \$50.00.
- _____ 3. A copy of the current rental or lease agreement.
- _____ 4. A detailed plot plan showing the location of the sign(s) on the property, the distance from the sign(s) to all lot lines and structures along with existing streets, driveways and parking areas.
- _____ 5. A scale drawing of the proposed sign(s) showing lettering and designs to be placed on the sign.
- _____ 6. Photographs of building or site showing proposed locations of sign(s)

I, the applicant, have read and answered all questions to the best of my knowledge. I further agree that no sign shall be placed in any recorded easements or on property other than described in this application. I understand that any temporary signage must be removed from the property on the date and or time period specified on the temporary sign permit.

The City of La Grange Code Enforcement Officer has the right to revoke any sign permit in the event that false information was provided on this application.

Applicant Signature _____ Date _____