



**APPLICATION FOR SIGN PERMIT**

**SITE INFORMATION**

ADDRESS/LOCATION			
	TAX MAP:	GROUP:	PARCEL:
PROPOSED TENANT			

**PROPERTY OWNER**

NAME		PHONE	
ADDRESS		EMAIL	

**CONTACT NAME**

NAME		PHONE	
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**CONTRACTOR**

NAME		PHONE	
BUSINESS NAME		BUS. PHONE	
ADDRESS		EMAIL	

*A copy of current State of TN contractor's license (if project valuation is over \$25,000), and Certificate of Worker's Comp. Insurance with City of Columbia listed as certificate holder must be submitted at time of permit application.*

PROJECT SUMMARY	ESTIMATED COST: \$ _____
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To demonstrate Zoning Compliance of your request, please provide the following:

1. Freestanding signs require a site plan to demonstrate the sign setback from the property line.
2. Drawings/pictures that show the sign's design, location, and measurements are required.
3. Existing signs on site. Description, location, and sign areas.

SIGN TYPE <i>wall, projecting, awning, freestanding, etc.</i>	SQUARE FOOTAGE OF EXISTING BUILDING FAÇADE AREA (ft <sup>2</sup> ) <i>(length of building x height of building)</i>	SIGN AREA (ft <sup>2</sup> )	FREESTANDING SIGNS	
			HEIGHT (ft)	SETBACK (ft)
1.				
2.				
3.				
4.				
5.				

\* Engineered drawings must be provided for freestanding signs 20' or greater in height.

\*\* Freestanding sign setback from property line. Prior to sign installation, sign location must be staked and field verified by city staff.

The permit, after issuance, becomes null and void if work or construction authorized is not commenced within 6 months, or if construction or work is suspended or abandoned for a period of 6 months at any time after work is commenced. In the event of misrepresentation of fact, false statement, or incorrect information on this application or on the plans on which the permit or approval was based, the permit may be revoked.

*I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.*

_____ PRINT NAME	_____ SIGNATURE	_____ DATE
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