

For Office Use Only:		
Smart Zone _____	Main Street District _____	Permit No. _____
Flood Zone _____	Historic District: _____	Permit Fee \$ _____
Council District _____	Cultural District _____	Administrative Fee \$ _____
Planning & Zoning Approval: _____		

**APPLICATION FOR SIGN/BILLBOARD PERMIT
CITY OF ABBEVILLE LA**

Application is hereby made for a building permit in accordance with the description and for the purpose hereinafter set forth. This application is made subject to all City and State Laws and Ordinances and which are hereby agreed to by the undersigned and which shall be deemed a condition entering into the exercise of this permit.

APPLICANT NAME: _____ PHONE #: _____
 APPLICANT ADDRESS: _____ CELL #: _____

PROPERTY OWNER AS SHOWN ON DEED:

FULL NAME: _____ PHONE #: _____
 _____ CELL #: _____
 OWNER MAILING ADDRESS: _____

LOT NO: _____ BLOCK 3: _____ SUBDIVISION: _____
 LIST ANY STRUCTURES ON THIS TRACT: _____

APPLICATION FOR: _____ NEW SIGN
 _____ ALTERATION OF EXISTING SIGN
 _____ EXPANSION OF SIGN
 _____ RECONSTRUCTION OF SIGN
 _____ RELOCATION OF SIGN
 _____ BILLBOARD

ADDRESS OF SIGN/BILLBOARD: _____

CONSTRUCTION VALUE: \$ _____ ESTIMATED COMPLETION DATE: _____

DIMENSIONS OF SIGN/BILLBOARD: _____

HEIGHT OF SIGN/BILLBOARD: _____

MATERIALS USED TO CONSTRUCT SIGN: _____

INDICATE COLORS: _____

ATTACH GRAPHIC ILLUSTRATION

IF LIGHTED SIGN INDICATE WHAT SOURCE: _____ Incandescent filament bulb
 _____ Electric discharge bulb
 _____ Neon tube and fluorescent tube

TYPE OF SIGN:

- | | |
|---|---|
| <input type="checkbox"/> Arcade sign | <input type="checkbox"/> Historic Sign |
| <input type="checkbox"/> Architectural Sign | <input type="checkbox"/> Inflatable sign(Balloon) |
| <input type="checkbox"/> Architectural Sign Cluster | <input type="checkbox"/> Landmark Sign |
| <input type="checkbox"/> Attached Sign | <input type="checkbox"/> Light Box Sign |
| <input type="checkbox"/> Awning Sign | <input type="checkbox"/> Marquee |
| <input type="checkbox"/> Banner sign | <input type="checkbox"/> Monument sign |
| <input type="checkbox"/> Billboards: <input type="checkbox"/> Double faced, Back to Back V type | <input type="checkbox"/> Mural |
| <input type="checkbox"/> <input type="checkbox"/> Illuminated Billboard | <input type="checkbox"/> Programmable Electric Sign |
| <input type="checkbox"/> <input type="checkbox"/> Rotating message Billboard | <input type="checkbox"/> Projecting sign |
| <input type="checkbox"/> Cable-hung banner | <input type="checkbox"/> Temporary sign |
| <input type="checkbox"/> Canopy Sign | <input type="checkbox"/> Time & Temperature Sign |
| <input type="checkbox"/> Fin Sign | <input type="checkbox"/> Vertical Banner Sign |
| <input type="checkbox"/> Flat mounted Sign | <input type="checkbox"/> Window Sign |
| <input type="checkbox"/> Free Standing Sign | |

Please provide the street side linear footage of the lot on which the building in located: _____

FOR ATTACHED SIGNS ONLY:

Please provide the linear footage of frontage of building where sign will be attached: _____

REQUIREMENTS FOR SIGN/BILLBOARD PERMIT

- Complete Application with Permit Department
- Submit plans, drawn to scale with dimensions, including the following:
 - Details indicating proposed sign area, dimensions, colors, materials, graphic illustration and methods of illumination and attachment.
 - A site plan indications the location of all existing and proposed signs.
 - Building elevations with the proposed sign depicted.
- Photographs of the proposed sign location and the existing signs.
- Submittal of above to Planning & Zoning Commission for approval before permit can be issued. (Commission meets on 3rd Tuesday of each month-subject to change)
- Billboards or signs with foundation and/or site requirements are subject to review by the City’s Building Code Enforcement Office with Administrative Fees charged to cover to review.

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 the above proposed work will be complied with whether specified herein or not. The granting of a permit does not give authority to violate or cancel the provisions of any other statement, local, or state law regulating construction or the performance of construction.

Signature

Date