

CITY OF ABBEVILLE
SIGN PERMIT APPLICATION



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.

APPLICATION FOR:

- New Billboard Alteration of Existing Sign Expansion of Sign
- Reconstruction of Sign Relocation of Sign

INDIVIDUAL APPLYING FOR THIS PERMIT IS THE OWNER CONTRACTOR

APPLICANT NAME: _____ PHONE #: _____

APPLICANT ADDRESS: _____ CELL#: _____

EMAIL: _____

PROPERTY OWNER AS SHOWN ON DEED:

FULL NAME: _____

MAILING ADDRESS: _____

PHONE: _____ CELL: _____

LIST ANY STRUCTURES ON THIS TRACT: _____

SPECIFICATIONS OF SIGN:

ADDRESS OF SIGN: _____

COST OF SIGNAGE: \$ _____ ESTIMATED COMPLETION DATE: _____

DIMENSIONS OF SIGN: _____ LENGTH _____ WIDTH _____ HEIGHT _____ DEPTH _____

MATERIALS USED TO CONSTRUCT SIGN: _____

INDICATE COLOR: (Attach Graphic Illustration) _____

IF LIGHTED SIGN INDICATE SOURCE:

- Incandescent filament bulb Electric discharge bulb Neon tube and fluorescent tube

TYPE OF SIGN:

- Arcade sign Fin Sign Monument sign
- Architectural Sign Flat mounted Sign Mural
- Architectural Sign Cluster Free Standing Sign Programmable Electric Sign
- Attached Sign Historic Sign Projecting sign
- Awning Sign Inflatable sign (Balloon) Temporary sign
- Banner sign Landmark Sign Time & Temperature Sign
- Cable-hung banner Light Box Sign Vertical Banner Sign
- Canopy Sign Marquee Window Sign

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

ATTACHED SIGNS ONLY: Please provide the **linear footage of frontage of building** where sign will be attached: _____

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.

Electronic Signature Agreement

I understand and agree that my application will be signed electronically when I type my name in the signature box **AND** select the check box below. I also understand that my electronic signature means that I intend to apply for this permit/application and have provided the City of Abbeville with accurate information.

I understand that under penalty of perjury that I have examined all the information on this application, and it is true and correct to the best of my knowledge. I understand that anyone who knowingly gives a false or misleading statement about a material fact in this electronic application, or causes someone else to do so, commits a crime and may be sent to prison or may face other penalties, or both.

Signature

Date

I have read and agree with the statements above.

The following City of Abbeville Ordinances provide guidelines and explanations for sign requirements.

https://library.municode.com/la/abbeville/codes/code_of_ordinances

PART II - CHAPTER 5 - ARTICLE IX – SIGNS

PART II - CHAPTER 5 - ARTICLE X – BILLBOARDS

REQUIREMENTS FOR SIGN 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 indication of 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.
- _____ Pay for permit once sign application has been approved.

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.