

PERMANENT SIGN APPLICATION

SIGNS

§ 151.120 PURPOSE AND INTENT.

Signs are herein regulated in the interest of promoting traffic safety, safeguarding public health and welfare, facilitating police and fire protection, preventing adverse community appearance and protecting the character of the district in which they are located. Regulations are designed to permit maximum legibility and effectiveness of signs and to prevent their over-concentration, improper placement and excessive height, bulk and area. In general, it is intended that signs of a general commercial nature be prohibited in districts where commercial activities are prohibited; that signs in residential districts be limited to those directly related to activities on the premises. Further, that because aesthetic value of the total environment does affect economic values of the community, and the unrestricted proliferation of signs can and does detract from the aesthetic value of the total environment, it is the intent of this subchapter, in addition to the purposes cited above to provide discretionary controls, where necessary, to preserve community, scenic, aesthetic, and economic values.
(Ord. 176, passed 1-9-90)

§ 151.121 DEFINITIONS.

For the purposes of this subchapter, the following definitions shall apply.

ACCESSORY SIGN. A sign which pertains to the principal use of the premises upon which the sign is located.

ADMINISTRATIVE COMMITTEE SIGN. The Sign Administrative Committee shall consist of the Chairman of the Planning Commission/Zoning Board, the Township Supervisor and Township Clerk or their designee. The Committee shall have the function of approving temporary signs as regulated in § 151.129.

ADVERTISING SIGN. A sign relating to a business activity, use or service not performed on the premises or to a product not fabricated, produced, handled or sold on the same premises upon which the sign is displayed.

BANNER SIGN. A sign on paper, cloth, fabric or other combustible material of any kind, either with or without frames.

BILLBOARD SIGN. A sign upon which a display is posted, painted or otherwise affixed in a manner which is readily changed.

BULLETIN BOARD. A sign with temporary or replaceable letters or characters, used to announce dates of functions or activities.

CANOPY SIGN. A sign which is placed on a fabric, plastic or metal covering on a metal or wood frame that projects from the facade of a building and which may be indirectly back lit. The sign structure may be permanent or temporary.

DEVELOPMENT/SUBDIVISION SIGN. A sign or entrance way structure, listing the names and addresses only of the establishments occupying a development or subdivision. The erection of the identification signs is so intended to assist the public in locating establishments within its immediate area and shall be placed upon property within the development or subdivision.

DIRECTIONAL SIGN. A sign, the sole purpose of which is to expedite and control the flow of vehicular and/or pedestrian traffic to, from and within a site.

FESTOON SIGN. A sign consisting of exposed incandescent light bulbs which are hung or strung overhead for the purpose of drawing attention to items on display and not on a building or structure.

FLASHING SIGN. A sign that is intermittently illuminated or reflects light intermittently from either an artificial source or from the sun.

GROUND SIGN. A sign supported by one or more uprights, poles, pylons or braces placed in the ground surface and not attached to any building or other structure.

HEIGHT OF SIGN. Permitted height of sign shall be the maximum allowable distance from the highest edge of a sign surface or its projecting structure to the surrounding grade around the base of the sign.

INSTITUTIONAL SIGN. A sign containing a surface area upon which is displayed the name of a religious institution, school, library, community center, or similar institutions, and the announcement of its services or activities.

INTERNALLY ILLUMINATED SIGN. A sign which has characters, letters, figures, designs or outline illuminated internally.

EXTERNALLY ILLUMINATED SIGN. A sign which has characters, letters, figures, designs or outline externally illuminated by shielded light(s).

MARQUEE SIGN. A sign attached to or hung from a marquee, canopy or other covered structure projecting from and supported by the building.

MOVING SIGN. A sign that has motion either constantly or at intervals or that gives the impression of movement through intermittent flashing, scintillating or by varying the intensity of illumination.

NON-ACCESSORY SIGN. A sign which does not pertain to the principal use of the premises on which the sign is located.

OCCUPATIONAL SIGN. A sign denoting only the name and profession of an occupant in a commercial building or public institutional building.

OPINION SIGN. A sign that does not advertise products, goods, businesses, or services, and that expresses an opinion or other point of view.

OUTLINE TUBING SIGN. A sign arranged of exposed gaseous tubes that outline and call attention to certain features of an advertising device, such as individual letters, figures, shapes or words.

PARASITE SIGN. A sign that is intended to draw attention to any one or more of various services, items for sale, contests, and the like, and is attached as an appendage to an accessory sign, sign support or any part of a principal building, accessory building or other structure located on a development site.

POLITICAL SIGN. A sign relating to the election of a person to public office or relating to a political party or relating to a matter to be voted upon at an election called by a public body.

PORTABLE SIGN. A sign, sign board, display board or lighting panel which is free standing and not permanently grounded, such as, but not limited to, so-called "A" frame, "T" shaped or inverted "T" shaped stands, or any sign attached to a trailer or other vehicle not accessory to the vehicle or its use, but used with the express intent of advertising.

PROJECTING SIGN. A sign so constructed and erected as to be attached at one end to a building, metal pole or other structure, and projecting therefrom.

REAL ESTATE SIGN. A sign to make known that the property the sign is located upon is for sale, rent, or lease.

ROOF SIGN. A sign which is erected, constructed, and maintained above the roof of the building or any portion thereof.

SIGN. A name, identification, description, display, light, balloon, banner or illustration which is affixed to, or painted, or otherwise located or set upon or in a building, structure or piece of land and which directs attention to an object, product, place, activity, person, institution, organization or business, and which is visible from any public street, sidewalk, alley, park or public property. The definition includes interior and exterior signs but not signs primarily directed at persons within the premises of the sign owners. The definition does not include goods displayed in a business window.

TEMPORARY SIGN. An information sign, or banner, with or without a structural frame, intended for a limited period of display, including decorative displays for holidays or public demonstrations not including accessory signs as defined in this section, or signs pertaining to sale, rent, or lease of property.

TIME AND TEMPERATURE SIGN. A sign that displays only the current time and/or temperature.

WALL SIGN. A sign affixed directly to or painted or otherwise inscribed on an exterior or interior surface of a building, exclusive of institutional and occupational, which is visible from outside the building.

(Ord. 176, passed 1-9-90)

§ 151.122 SIGN AREA.

(A) The total sign area is to be expressed in square feet and shall be computed as herein set forth and permitted in the schedule of sign regulations, § 151.137, attached to and made part of this subchapter.

(B) A single face sign total area shall be computed as the number of square feet within lines drawn at the outer perimeter forming any single and/or combination of geometric shapes, such as a square, rectangle, triangle or circle encompassing the extreme limits of an individual letter(s), word(s),

message(s), representation, emblem or any similar figure, including any open space(s), together with any frame or other material forming an integral part of the display used to differentiate the sign from the background against which it is placed.

(C) A sign having two faces of equal size arranged and/or positioned back to back and parallel or with the faces at an included angle of not more than 30 degrees in the plan or vertical view, the area of the sign shall be computed as one-half the total area of the two faces. When the faces of such a sign are not of equal area, then the area of the sign shall be computed as the total area of the largest face.

(D) When two single face signs are arranged and/or positioned within 36 inches of each other, the area of the two signs shall be computed as one single face sign and total area shall include the open space between the two separate faces.

(E) A sign composed of individual letters or separate faces arranged and/or positioned more than 36 inches apart shall be computed as separate single face signs and requires the approval of the Planning Commission/Zoning Board before a permit is issued.

(F) No sign or banner shall be permitted to be affixed on the inside or outside of any glass window or any similar transparent window within the township if the sign or banner occupies more than 25% of the total area of the window or if, when considered with other signs or banners in connection with the window, the total area of the several signs or banner exceeds 25% of the total window area. If more than one pane of glass or other transparent material are placed together so as to create the effect of one window, they shall be treated in the same manner as one window for purposes of this subsection. All such window signs shall be professionally prepared.

(Ord. 176, passed 1-9-90)

§ 151.123 PERMITS AND APPLICATIONS.

(A) *Permit required.* It shall be unlawful for any person to erect, re-erect, alter or relocate any sign unless a permit shall have been first obtained from the Building Inspector, except as provided in § 151.125, and a permit fee paid in accordance with the schedule adopted by resolution of the Township Board. Any sign that makes use of electricity shall, in addition to a sign permit, require an electrical permit, regardless of size. Further, no sign shall be issued a permit unless there is submitted to the Building Inspector written approval by the owner, or his or her representative, of the property on which the sign is to be installed.

(B) *Approval.* A billboard, development/subdivision, time and temperature and/or any type of sign which is not explicitly defined in § 151.121, must be approved by the Planning and Zoning Commission before a permit shall be issued.

(C) *Permits.* Permits for the erection of signs shall only be issued to persons qualified to carry on the work under the provisions of § 151.126.

(D) *Permit expiration.* A sign permit shall become null and void if the work for which the permit was issued is not completed within 90 days of the date of issue.

(E) *Applications.* Applications for sign permits shall be made upon forms provided by the Building Department for this purpose and shall contain the following information:

- (1) Name, address, and phone number of applicant;
 - (2) Location of the building, structure or lot on which the sign is to be attached or erected;
 - (3) Position of the sign on the building, structure, or lot on which the sign is to be attached or erected;
 - (4) Relationship of the sign to relevant property lines and to nearby and/or abutting property, building(s), structure(s), and signs with complete distance dimensions or a plan drawing made to a specified scale, such as one inch equal to eight feet (Scale 1 inch = 8 feet);
 - (5) Two copies of sign plan with all pertinent data including highest point, low point clearance, face width and/or outline, total face area with the calculations used to obtain same and method of mounting;
 - (6) Name and address of the sign erector;
 - (7) Insurance policy as required in § 151.126 and/or performance bond as required;
 - (8) Other information which the Building Inspector may require to show full compliance with this and other applicable laws of the township and the state;
 - (9) When public safety so requires, the application containing the aforesaid material shall, in addition, bear the certificate or seal of a registered structural or civil engineer as a condition to the issuance of a permit.
- (Ord. 176, passed 1-9-90)

§ 151.124 SERVICING.

The provisions and regulations of this section shall apply to servicing, painting, repainting, cleaning, and other normal maintenance and repair; except no permit shall be required unless a structural erection or alteration change is made.

(Ord. 176, passed 1-9-90)

§ 151.125 EXEMPT SIGNS; TIME RESTRICTIONS.

(A) *Exempt signs.* No erection permit shall be required for signs enumerated below. The exemptions, however, shall not be construed to relieve the owner of the sign from responsibility for its proper location, erection and maintenance.

(1) *Political signs.* See § 151.121, definitions, and § 151.125(B), time restrictions.

(2) *Real estate signs.*

(a) Shall not be more than eight square feet in area for a single-family dwelling or residential subdivision lot or vacant property, or 16 square feet for any commercial, office, or cemetery property. One sign shall be permitted on subject premise. The sign shall not exceed five feet in height and set back the height of the sign from the front property line as a minimum requirement and shall not be within any public right-of-way.

(b) An off-premises real estate sign (such as, "open house" sign) not to exceed four square feet in area and three feet in height above grade is permitted for purpose of directing to a premises which is for sale, rent or lease provided it is not located on a street right-of-way. Permission to locate an off-premises sign on private property shall be obtained from the owner or occupant of the property on which the sign is located. Failure to comply with this condition shall be cause for immediate removal of the sign.

(3) *Small accessory signs.*

(a) Any accessory sign erected on a premise which is not more than two square feet in area.

(b) The total area of all small accessory signs on one premise shall not exceed eight square feet.

(4) *Garage sale signs, (such as, yard sale, estate sale, basement sale).*

(a) Shall not be more than three square feet in area.

(b) Shall not exceed two in numbers.

(c) Shall not be placed on property more than seven days in any 180-day period.

(5) *Directional signs.*

(6) *Opinion signs.* One sign with a maximum of 12 square feet is permitted.

(B) *Time restrictions on political signs.* Political signs shall be removed no more than two days after a general or special election date. No such sign shall be erected earlier than 20 days prior to an election date.

(Ord. 176, passed 1-9-90) Penalty, see § 10.99

§ 151.126 PROCEDURES FOR SIGN ERECTORS.

Permits may be issued to sign erectors only under the following conditions:

(A) *Insurance certificates.* Before a permit is issued for the erection of a sign, the installing company shall submit for filing with the Township Clerk, a certificate of insurance, with a hold harmless agreement made out to the township, approved by the Township Attorney for public liability in the amount of \$100,000 for injuries to one person and \$300,000 for injury to more than one person, and property damage insurance in the amount of \$25,000 for damage to any property due to actions of himself or any of his agents or employees.

(B) *Lapsing of insurance.* At any time the insurance of any sign erector is permitted to lapse, his right to obtain permits shall automatically be revoked.

(C) *Notification of change.* A sign erector shall notify the Building Department of any change in address and, if a firm or corporation, any change in ownership or management if other indicated on the insurance certificate.

(Ord. 176, passed 1-9-90) Penalty, see § 10.99

§ 151.127 APPROVED CONSTRUCTION RULES.

In the absence of approved rules governing details of construction, the provisions of the applicable standards listed in Appendix B, Basic BOCA Building Code (Building Officials Conference of America, Inc.) shall be deemed to conform to the requirements of the Basic BOCA Building Code unless otherwise specified in this subchapter.

(Ord. 176, passed 1-9-90) Penalty, see § 10.99

§ 151.128 SIGN REQUIREMENTS.

(A) *Erector's imprint.* Signs of every type which come within the purview of this section must carry the identification and address of the sign erector, electrical voltage, when applicable, and date of erection in clearly legible letters whether for the initial erection or re-hanging of a sign.

(B) *Proximity to electrical conductors.* No sign shall be erected so that any part including cables, guys, and the like, will be within ten feet of any electrical conductor, electrical light pole, street lamp, traffic light, or other public utility pole or standard.

(C) *Traffic interference.* No advertising device shall be erected or maintained which simulates or imitates in size, color, lettering, or design any traffic sign or signal or other word, phrase, symbol, or character in such a manner as to interfere with, mislead, or confuse traffic.

(D) *Illumination.* No sign shall be illuminated by other than approved devices and the illumination of the sign shall be directed or shaded so as not to interfere with the vision of persons on the adjacent highway(s) or adjacent properties or property.

(E) *Sign heights.* Sign height shall be as specified in the schedule of sign regulations, § 151.137. All projecting and/or ground signs shall have an underclearance from the lowest point of the sign to the ground or grade level of not less than eight feet.

(F) *Signs permitted.* See schedule of sign regulations in § 151.137.
(Ord. 176, passed 1-9-90) Penalty, see § 10.99

§ 151.129 TEMPORARY SIGNS.

In addition to those signs requiring Planning Commission/Zoning Board approval under § 151.137, the following types of temporary signs may be approved by the Sign Administrative Committee as established in § 151.137. If the committee withholds its approval or the proposed sign does not meet the specified requirements of this section, the applicant may request a hearing before the Planning Commission/Zoning Board.

(A) Temporary signs, other than signs exempted in § 151.125.

(1) Exterior banners, pennants, spinners and streamers, including those for new store openings, special events, happy hours, and festivals.

(2) Signs inside store windows advertising sales.

(3) Going out of business signs.

(4) Interim signs on a building until a permanent sign is constructed.

(5) Portable signs.

(6) Signs, banners and flags when in the nature of special decorative displays used for public demonstrations or promotions of civic welfare of charitable purposes.

(B) Size of temporary signs shall not exceed 60 square feet per side. Only one temporary sign is permitted on a premises. Banners, pennants and streamers may not extend in length more than 15 feet.

(C) Time of display may be for a period not to exceed ten days, except that a "going-out-of-business" sign, and an interim sign pending delivery of a permanent sign meeting ordinance requirements may be allowed up to 30 days. Extension for a further 30-day period may be approved.

(D) No temporary sign may extend over or be located on a public street right-of-way.

(E) Temporary signs exceeding the above size and duration limits must be approved by the Planning Commission/Zoning Board.

(Ord. 176, passed 1-9-90; Am. Ord. 204, passed 6-9-09) Penalty, see § 10.99

§ 151.130 SIGNS PROHIBITED.

In addition to other regulations of this subchapter, including exempt signs found in § 151.125, the following types of signs are prohibited:

(A) Any sign which has any visible moving part, visible revolving parts, or visible mechanical movement of any description or other apparent visible movement achieved by electrical, electronic, or mechanical means, including intermittent electrical pulsations, by action of normal wind current, or by any other means;

(B) Signs or displays employing moving or flashing lights, including search lights, strobe lights, flashing light bars, and other similar lighting features;

(C) Exterior strung lights used in connection with a commercial premises other than holiday decorations;

(D) Signs employing noise making devices and components;

(E) Signs employing unedged or uncapped plastic letters or letters with no returns and exposed fastenings;

(F) Any sign erected on a tree or utility pole except signs of a political subdivision of the state;

(G) Roof signs other than those signs mounted on a gable, hip, or mansard-type roof face.
(Ord. 176, passed 1-9-90) Penalty, see § 10.99

§ 151.131 OWNER RESPONSIBILITY; MAINTENANCE AND SANITATION.

(A) *Responsibility of compliance.* The owner of any property on which a sign is placed or the person maintaining the sign are declared to be responsible for the erection of the sign and the condition of the sign and the area in the vicinity thereof, and further, may be required to furnish a performance bond at the direction of the Planning Commission and Zoning Board.

(B) *Sanitation.* Property surrounding any ground sign shall be kept clean, sanitary, free from obnoxious and offensive substances, free from weeds, rubbish, and inflammable material.
(Ord. 176, passed 1-9-90) Penalty, see § 10.99

§ 151.132 SAFETY.

No sign or signs shall be permitted at any location which, in the sole discretion of the Planning Commission/Zoning Board, would or could create any type of safety hazard.
(Ord. 176, passed 1-9-90) Penalty, see § 10.99

§ 151.133 SIGN INSPECTION.

(A) *Certificate of inspection.* All signs shall be inspected by the Building Inspector and Electrical Inspector, when required, and if found to have been properly constructed and installed in accordance with the provisions of this subchapter, then a certificate of inspection shall be issued, upon request.

(B) *Concealed work.* In cases where fastenings are to be installed and enclosed in such a manner that the building and electrical inspectors cannot easily remove material to be used, the sign erector must advise the Building Department so that inspection may be made before concealment.
(Ord. 176, passed 1-9-90) Penalty, see § 10.99

§ 151.134 REMOVAL.

(A) The Building Inspector may order the removal of any new sign that is erected or maintained in violation of this subchapter. The order shall be in writing to the owner of the sign, and to the owner of the building, structure, or premises on which the sign is located, and shall allow three days for the removal of the sign to insure that it is brought into conformance with the terms of this subchapter.

(B) The Building Inspector may order the removal of any sign existing at the time of or erected after the adoption of this subchapter if either by its location or structural characteristics it is deemed to be immediately hazardous to the safety of the general public. The order shall be in writing to the owner of the sign, and to the owner of the building, structure, or premises on which the sign is located, and

shall allow 48 hours from the time of notification in writing for compliance, and if the notice is not complied with within the specified time, the Building Inspector shall initiate appropriate legal action.

(C) The Building Inspector shall order the removal of any sign whenever an activity to which the sign pertains ceases to exist. The order shall be in writing to the owner of the sign, and to the owner of the building, structure, or premises on which the sign is located, and shall allow 30 days from the time of notification in writing for the removal of the sign.

(Ord. 176, passed 1-9-90) Penalty, see § 10.99

§ 151.135 NONCONFORMING SIGNS.

(A) *Lawful existing signs.* Any sign lawfully existing at the time of the adoption of this subchapter which does not fully comply with all the provisions of this subchapter shall be considered a nonconforming sign and may remain as an accessory sign to the premises upon which it is located as long as the use to which it pertains is not changed, the structural conditions of the sign are not detrimental to the health, safety and welfare of the township, and the sign is properly maintained. No sign shall be structurally altered, so as to prolong the life of the sign except as noted above, or to change the shape, size, type or design of the sign. No nonconforming sign shall be repaired after being damaged if the repair would cost more than 50% of the cost of an identical new sign.

(B) *Judgement.* All signs at "The Corners" shopping center and office center shall meet the requirements of the consent judgement entered on September 14, 1982, in Oakland County Circuit Court Case #81-227946-CH and any amendments which may be made to that judgement.

(Ord. 176, passed 1-9-90) Penalty, see § 10.99

§ 151.136 ADMINISTRATION AND ENFORCEMENT.

(A) *Enforcement.* This subchapter shall be administered and enforced by the Building Inspector.

(B) *Appeals.* Any person aggrieved by any decision, ruling or order from the Building Inspector may make an appeal to the Zoning Board of Appeals in the manner provided in § 151.173 of this chapter.

(C) *Sign Administrative Committee.* The Sign Administrative Committee shall consist of the Chairman of the Planning Commission Zoning Board, the Township Supervisor, and the Township Clerk or their designee. The Committee shall have the function of approving temporary signs regulated in § 151.129. If the Committee withholds its approval or the proposed sign does not meet the specified requirements of this section, the applicant may request a hearing before the Planning Commission/Zoning Board.

(Ord. 176, passed 1-9-90)

§ 151.137 SCHEDULE OF SIGN REGULATIONS.

The schedule of sign regulations for this section are as set forth in Appendix C of this chapter.
(Ord. 176, passed 1-9-90)

Section 4.31(s) SCHEDULE OF SIGN REGULATIONS

TYPE OF SIGN	PLANNING AND ZONING COMMISSION APPROVAL REQUIRED**	SIGN ERECTION PERMIT REQUIRED	SIGN INSPECTION REQUIRED	SIGN AREA ON ONE PREMISES (SQ. FT.)	MAXIMUM HEIGHT OF SIGN (FEET)	PERMITTED IN ZONE DISTRICTS			NUMBER OF DAYS SIGN MAY BE DISPLAYED
						B-2	B-1	CEM* RE, R-1	
ACCESSORY	X	X	X	100 120	20	X			
BULLETIN BOARD	X	X	X	12 12	10				X
DEVELOPMENT/SUBDIVISION	X	X	X	15 15	10				X
DIRECTIONAL				6 6	3	X	X		X
GROUND	X	X	X	100 120	20	X			
INSTITUTIONAL				6 6	10	X	X		X
MARQUEE	X	X	X	100 120	20	X			
OCCUPATIONAL				2 2	10	X	X		
POLITICAL SIGNS				2 6	6	X	X		X
PORTABLE SIGNS	X			14 14	6	X			
PROJECTING	X	X	X	100 120	20	X			
REAL ESTATE				8 8	10 5 ground	X	X		X
TIME & TEMPERATURE	X	X	X	24 24	10	X			
GARAGE SALE				3 6	5				

* See Section 9.02(a)6 for permitted signs.

** Refer to Section 4.31(j)7 for regulations for temporary signs.

a wall sign is
"marquee"

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Southfield Township

REQUIRED INFORMATION FOR SIGN PERMIT APPLICATIONS

Applications for Sign Permits shall be made upon forms provided by the Clerk's Department for this purpose and shall contain the following information:

- A. Name, Address and Phone Number of Applicant.
- B. Location of the building, structure or lot on which the sign is to be attached or erected.
- C. Position of the sign on the building, structure or lot on which the sign is to be attached or erected.
- D. Relationship of the sign to relevant property lines and to nearby and/or abutting property, building(s), structures(s) and signs with complete distance dimensions or a plan drawing made to a specified scale, such as one inch equal to eight feet (scale 1" = 8').
- E. A minimum of two (2) copies – preferably nine (9) copies – of sign plan with all pertinent data, including highest point, low point clearance, face width and/or outline, total face area with the calculations used to obtain same and method of mounting.
- F. Name and address of the sign erector.
- G. Insurance policy as required in Section §151.126 and/or performance bond, as required.
- H. Such other information as the Building Inspector may require to show full compliance with this and other applicable laws of the Township of Southfield and the State of Michigan.
- I. When public safety so requires, the application containing the aforesaid material shall, in addition, bear the certificate or seal of a registered structural or civil engineer as a condition to the issuance of a permit.

Southfield Township

APPLICATION FOR SIGN PERMIT

Application is hereby made for a permit to erect/alter a sign on the property described herein:

LOCATION:

Number & Street: _____

Name of Applicant: _____

Address of Applicant: _____ Zip: _____

Phone Number of Applicant: _____

Name of Sign Owner: _____

Address of Sign Owner: _____ Zip: _____

Phone Number of Sign Owner: _____

Signature of Applicant

License Expiration Date

ZONING ORDINANCE SECTION §151.120 SIGN REGULATIONS (IN PART)

B-2 ZONE DISTRICT – Signs are permitted provided the total surface area of one sign does not exceed one hundred (100) square feet and the total of all signs does not exceed one hundred twenty (120) square feet. (For other Zone District, see Appendix C – Schedule of Sign Regulations).

DESCRIPTION OF PROPOSED SIGN:

Type: Accessory _____	Directional: _____	Ground: _____	Institutional: _____
Marquee: _____	Occupational: _____	Political: _____	Portable: _____
Projecting: _____	Real Estate: _____	Time & Temperature: _____	

If a wall sign, indicate wall to be used: Front: _____ Rear: _____ Side: _____

Size: _____ x _____ = _____ square feet

Class: Electrical _____ Non-Electrical _____ Temporary _____

Materials: Metal _____ Wood _____ Plastic _____ Glass _____

Number of display faces: _____

Does the sign have any moving parts? Yes _____ No _____

Square feet of existing sign: _____

STATEMENT AND CERTIFICATION:

Plans to be submitted in duplicate with this application.

A representative must attend the Planning Commission/Zoning Board meeting at which the application is considered for approval.

Estimated cost: \$ _____ Permit fee: \$ _____

I hereby certify that the above answers are correct and true.

Applicant's Signature

Date

NOTARY:

State of Michigan

ss:

County of Oakland

Subscribed and sworn to before me this _____ day of _____, 20_____.

Notary Public Signature

My Commission expires: _____
_____ County, Michigan

For office use only.

Planning Board Approval: _____

Inspector's Approval: _____

Sign Permit Number: _____ Date: _____