

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 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 151.127 and/or performance bond, as required.
- H. Such other information which 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:

Sign Location Street Address: _____

Applicant Name: _____

Applicant Address: _____

Applicant Phone: _____

Sign Owner Name: _____

Sign Owner Address: _____

Sign Owner Phone: _____

Applicant Signature

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 Ground Illuminated Portable
 Projection Pylon

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

Size: _____ x _____ = _____ square feet

Class: Electrical Non-Electrical Temporary

Southfield Township

DESCRIPTION OF PROPOSED SIGN (con't):

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 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: _____