



Community Development Dept.
 7 Richmond St. – Painesville, OH 44077
 Ph# (440) 392-5931, Fax# (440) 392-0981

SIGN PERMIT APPLICATION

Application is hereby made for a permit to erect and maintain signage in conformance with Part Eleven, Title Five, Chapter 1135 and Part Thirteen, Title Five, Chapter 1341 of the City of Painesville Codified Ordinances.

Project Address:	Zoning District:
Statement of Work:	Design Review District: <input type="checkbox"/> Downtown <input type="checkbox"/> Bank <input type="checkbox"/> Richmond <input type="checkbox"/> Mentor <input type="checkbox"/> Railroad
Estimated cost of sign:	

Type of Sign (check all that apply):

- | | | | |
|------------------------------------|-------------------------------------|--|---|
| <input type="checkbox"/> Permanent | <input type="checkbox"/> Front Wall | <input type="checkbox"/> Free-Standing | <input type="checkbox"/> Illuminated (electrical permit required) |
| <input type="checkbox"/> Temporary | <input type="checkbox"/> Side Wall | <input type="checkbox"/> Directional | <input type="checkbox"/> Other _____ |

Size of Sign:

Width:	Height:	Height above grade:	
Number of faces:	Total Square footage:	Temp Sign install date:	Temp Sign remove date:

Other Information:

Width of building or tenant space:	Height of pole:
Any other existing signage at this location?	Describe or Explain:

- Attach **three (3) sets** of plans and specifications showing the proposed copy/proof with Design Engineer seal/stamp and property owner approval; location and all dimensions; materials; and details of construction.
- **Fee:** Base fee of \$5.00 plus \$0.20 per sq. ft. for that portion of the face of the sign in excess of 15 sq. ft. Residential signs are subject to a 1% surcharge. Commercial signs are subject to 3% surcharge.

Name of Applicant:		
Address:	Phone #:	Email or FAX:

Owner of Building:		
Address:	Phone #:	Email or FAX:

All signage must be constructed and erected in conformance with the City of Painesville Building and Zoning Code, The Ohio Building Code and the National Electrical Code. A permit granted from the statements made on this application will become void if it is found that these statements are untrue.

By signing this statement, I have read the information above and agree to comply with the City Ordinance for Signage.

Applicant Signature	Date
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* For Official Use Only *	
Permit Fee:	Temporary sign removal date:
3% Surcharge:	Refusal No.:
Comments:	Approved by: