

CITY OF AMITY

109 Maddox Avenue
P.O. Box 159
Amity, OR 97101

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SIGN PERMIT APPLICATION

I. BACKGROUND INFORMATION

Applicant/Owner: _____ Phone: _____

Mailing Address: _____

Site Address: _____

Sign Installer: _____

Name of Business: _____

Zoning: _____

II. APPLICATION REQUIREMENTS

1. This permit application must be completed and signed by the applicant. The permit is for approval of any new sign or proposed alteration to an existing sign. The approval **DOES NOT** include any electrical, mechanical or structural building permit that may be required to install the sign. The property owner/applicant is responsible to ensure all other applicable permits are applied for and approved, and that any additional requirements are met. ***Each sign requires a separate permit application.***
2. A site plan is required and shall contain the following information:
 - a. A scaled representation of the sign. This will include all graphical and lettering sign elements, proposed sign colors, sign materials and proposed lighting as well as structural and mechanical requirements.
 - b. An elevation drawing of the sign on the building, or if applicable, as a free-standing or monument sign.
 - c. A SCALED plot plan of the parcel and buildings showing the proposed location of the sign. Property boundary lines must be identified. If there are any existing signs on the property, the size and location of these signs must be identified.

NO APPLICATION WILL BE ACCEPTED WITHOUT THE REQUIRED SITE PLAN

3. Sign Information

- a. Type of Sign: ____ Wall ____ Free-standing (monument) ____ Projecting
- b. Size of proposed sign (square feet): _____
- c. Sign Dimensions (feet): Length _____ Height: _____
- d. Sign Height (from ground): _____
- e. Length of Building Frontage (feet): _____

III. SIGNATURES

I _____ agree to install the proposed sign according to the submitted site plan and requirements of the Amity Development Code. In addition, I agree to comply with any and all additional requirements, including but not limited to applying for and receiving applicable electrical, mechanical or structural building permits.

THE SUBMITTED INFORMATION PROVIDED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE.

Applicant/Owner Signature Date

Applicant/Owner Signature Date

For Office Use Only

Submittal Date: _____ Fee: _____ Received by: _____

Cash Check # _____ Refund Yes, on: _____, check # _____ No

DECISION

Approved: _____ Date: _____ Initial _____

Approved: _____ Date: _____ Initial _____

Requirements/Comments: _____
