



CITY OF BIG RAPIDS

**DEPARTMENT OF NEIGHBORHOOD SERVICES
SIGN PERMIT APPLICATION**

Date: _____

Address of Sign Location:
Business/ Company Name at Sign Address:
Property Owner:
Property Owner Address:
Applicant Signature:

Sign Installer: _____
Sign Installer License Number: _____
Type of License Held: Sign Specialty Contractors License: _____
Sign Specialist License: _____ Electrical Contractors License: _____
Other: _____
Sign Company Address/Phone Number: _____
<i>Please note that all signs requiring electrical installation are required to have an electrical permit from the Mecosta County Building Department (231) 592-0105.</i>

Zoning Classification of Sign Location: _____

Type of Sign Being Installed:

Wall Roof Pylon/ Ground Supported Awning Other

Permanent Temporary

If sign is temporary, please state the amount of time sign will be located on site:

Dimensions of Sign(s):

Please See Reverse Side

1) _____ Width _____ Height

2) _____ Width _____ Height

Overall Height of Sign(s) (From Grade):

1) _____ 2) _____

Clearance (Lowest Point of Sign to Grade) :

1) _____ 2) _____

Is Sign Illuminated? : Yes No

Sign Permit Fee: Permanent - \$25.00 Temporary - \$15.00

Please provide a sketch of each sign to be installed including all dimensions.

All signs shall conform with Article 6 of the Big Rapids Zoning Ordinance.

All questions regarding sign requirements should be directed to the Zoning Administrator at (231) 592-4057.

Below For Administrative Use Only

Permit Fee:	\$25.00	\$15.00	Date Fee Paid:
Approved:	Subject To:	Denied:	
Reason for Denial:			
Additional Comments/Restrictions:			

Signature: _____ Date: _____
Zoning Administrator