



City of Lorain

Sign Permit Application

APPLICATION MUST BE FILLED OUT COMPLETELY & LEGIBLY

Valuation \$ _____	Payment date: _____
Plan review fee _____	
Permit Fee _____	<input type="checkbox"/> Cash <input type="checkbox"/> Card
1% State Fee _____	<input type="checkbox"/> Check# _____
3% State Fee _____	
Technology Fee <u>\$7.00</u>	Permit Number _____
Zoning Fee _____	202 <u>-</u>
Other Fee _____	Date Permit issued _____
Total Fees \$ _____	

SECTION I – General Information

Date _____ Estimated Total Cost of Project \$ _____

Address of sign location _____ Name of Business _____

Owner name _____ Phone _____ Email _____

Owner's full address _____

Sign Contractor Name _____ Phone _____ Email _____

Contractor's full address _____

APPLICATION REQUIREMENTS:

- ☐ Approval from Design Review Board (required if part of Historical District)
- ☐ Location and names of abutting street and alleys
- ☐ Underwriter's Laboratories or City of Lorain approval label is required
- ☐ Site plan showing actual dimensions of lot –drawing of plans and specifications of sign (2 copies required)
- ☐ Location and size of existing or proposed structures
- ☐ Wind pressure certification - - 30 pounds per square foot
- ☐ Electrical permit & drawing required (if electrical is used)

SECTION II – Description of Project

Sign Dimensions _____ Total square footage _____

The zoning district of the lot and adjacent lots _____

The setback dimensions to the part of the sign nearest the front and side property lines _____

Length of wall where sign will be attached _____ The Height of the sign _____ Clearance under the sign _____

Describe mounting technique for sign _____

Type of Sign:

- | | | | |
|---|--|---|---|
| <input type="checkbox"/> Directional sign | <input type="checkbox"/> Wall-mount sign | <input type="checkbox"/> Single-faced sign | <input type="checkbox"/> Illuminated Exterior |
| <input type="checkbox"/> Ground sign | <input type="checkbox"/> *Billboard | <input type="checkbox"/> Double-faced sign | <input type="checkbox"/> Non-Illuminated |
| <input type="checkbox"/> Pole sign | <input type="checkbox"/> Projecting sign | <input type="checkbox"/> Illuminated Interior | <input type="checkbox"/> Other _____ |

*Billboards: On your site plan, indicate the horizontal distance to the nearest existing billboard within 350 feet, the nearest residential district, the nearest park, playground, public, or semi-public building if the billboard is to be located within 150 feet of said district or building. If any of the aforementioned does not exist within the stated distances, it shall be noted herein.

This application is submitted for a permit to erect, add to, alter or repair a structure as specified in this application and any accompanying drawings. Acceptance of the permit shall constitute an agreement on the part of the applicant or his/her agents to comply with the Building and Zoning Codes of the City of Lorain, or other orders, requirements or specifications slated in the permit. In signing this application, the contractor or owner's agent certifies that the work is authorized by the owner on record and that the installation will comply with the regulations of the City of Lorain Building Codes and State Codes.

Applicant is: ☐ Owner ☐ Contractor ☐ Owner's Agent

Applicant signature _____ Date _____

Building Official _____ Date _____

Zoning Official _____ Date _____