

# City of Greendale: Application for Sign Permit

*Each sign requires an Application & Permit*

Owner/Lessee of sign

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone: \_\_\_\_\_

Owner of Land

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone: \_\_\_\_\_

Tax Parcel # \_\_\_\_\_

The sign will be installed @ \_\_\_\_\_

Required documents for review:

- 1) Site Drawing
- 2) Address of site
- 3) Scale and North arrow
- 4) All relevant property lines
- 5) Ingress and egress (showing traffic flow)
- 6) Locations of all buildings and other improvements or structures on site
- 7) Scaled dimensions of proposed sign in elevations
- 8) Color samples
- 9) Manufacturer's submittals of material
- 10) Electronics
- 11) Foundation requirements
- 12) Assembly requirements

Date submitted: \_\_\_\_\_

I \_\_\_\_\_, \_\_\_\_\_ am  
Printed Name Signature

*making this application in good faith of the Greendale Municipal Code Sections 156.001 – 156.063 and agree that any deviations from the original submittal will render this application null and void and I will agree to bring the sign into compliance immediately with notice of the local code official.*

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**Office use only: do not write below this line**

- Site drawing complete       Scale and North arrow       Property lines  
 Ingress / Egress site distance and traffic flow specified       Building locations  
 MGF's specifications and submittals       Foundation drawing       Color samples

Conditions of approval: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approved \_\_\_\_\_ Denied \_\_\_\_\_

Code Enforcement Officer \_\_\_\_\_ **Permit #** \_\_\_\_\_

**Fee: \$100 per Sign**  
*(Due at time of completing Application)*

The date of approval and the Permit Number **MUST** appear on the lower Right Hand Corner and be capable of being read from the ground adjacent to the sign GMC 156.035