



Sumner COUNTY REGIONAL PLANNING COMMISSION

355 N. Belvedere Drive, Room 202, Gallatin, Tennessee 37066

OFFICE (615)451-6097 FAX (615)451-6074

SIGN PERMIT APPLICATION

\$75 Fee

Applicant / Contractor Name	Applicant/ Contractor Phone No.:
Address:	Applicant/ Contractor Fax No.:
City, State, Zip:	Applicant/ Contractor E-mail Address:
Owner Name:	Owner Phone No.:
Address:	Owner Fax No.:
City, State, Zip:	Owner E-mail Address:

PROPERTY AND SIGN INFORMATION

Address of property proposed sign will be located:		Zoning district sign will be placed:	Dimensions of signs proposed
Tax Map	Group	Parcel	
Type of new sign(s): Freestanding <input type="checkbox"/> Wall <input type="checkbox"/> Projecting <input type="checkbox"/> Commercial Flags <input type="checkbox"/> Canopy <input type="checkbox"/> Billboard <input type="checkbox"/>			
Proposed illumination method: If electrical work is involved a separate electrical permit for the sign is required.	Internal <input type="checkbox"/> External <input type="checkbox"/> None <input type="checkbox"/>	Will the sign include an electronic message center? Yes <input type="checkbox"/> No <input type="checkbox"/>	

Description of work proposed (i.e. method of construction and/or attachment to a building, or in the ground, number of signs, etc.):

ADDITIONAL REQUIRED INFORMATION

- A scaled site plan showing the location of the sign on the site with setbacks accurately dimensioned. This site plan should also show location of all existing buildings, roads, parking areas, signs & entrances/exits on the site.
- Two (2) copies of scaled schematic of the proposed sign showing:
 - Height of finished sign above finished grade;
 - Surface of sign (material, color and dimensions)
 - Dimensions & display area of proposed sign;
 - Any proposed illumination; and
 - Additional information as deemed necessary to ensure compliance with these regulations.

CERTIFICATION: Any change in the information in this application/compliance certificate shall be submitted to this Department within seven (7) days after the change. Compliance with all applicable requirements must be accomplished and maintained in order to construct/install a sign. By pursuing the permit to install a sign, you are committing to do such.

I hereby certify that the information contained in this application is true and correct to the best of my knowledge

Applicant's Name (Print)	Applicant's Signature	Date of Submittal
		Sign Permit Number: 20__-__