



SIGN PERMIT APPLICATION

SIGN LOCATION AND CONTRACTOR INFORMATION			
Address of Sign:		Palestine, Texas	
Proposed Advertisement:			
Sign Company Name:			
Contact:			
Sign Company Address:			
Phone #:		Email:	

TYPE OF SIGN					
	Freestanding (Pole Sign)		Freestanding (Monument)	New Sign Face	Hanging Sign
	Wall Sign		Canopy	Awning	Directory Sign
	Signboard		Window Sign	Projecting Sign	Sidewalk Sign
	Historic Sign		Spectacular Sign	Ghost Sign	Landmark Sign
	Other (specify):				
Sign Dimensions:					
Is the sign illuminated?		Yes		No	
<small>**In accordance with STATE LAW & CITY ORDINANCE, illuminated signs must be constructed, installed and wired by a State Licensed Electrical Sign Contractor or a State Licensed Master Electrician.</small>					
<small>*New monument or ground signs require additional landscaping requirements.</small>					
<small>*The Main Street Manager reviews signage in the Main Street Overlay District.</small>					

APPLICANT SIGNATURE	
<p>I acknowledge that all of the information provided in the application is true and correct to the best of my knowledge. Furthermore, I am the legal owner of the property described in the application or, alternatively, that I am authorized to represent all of the owners of the property where the sign(s) will be removed, repaired, constructed, or altered.</p>	
Owner or Agent's Signature	



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APPLICATION SUBMITTAL REQUIREMENTS

1. Completed application;
2. A site plan or survey showing the following information:
 - The type of sign to be installed or repaired. (Example, pole, monument or wall sign);
 - The dimensions and total square footage of the sign and the sign's support structure;
 - The location of the sign in relation to the face of the building on which, or in front of which, it is to be located;
 - The boundaries of the lot or parcel of land upon which it is to be located including the address;
 - All electrical transmission lines within 30-feet of any part of the proposed sign or sign structure;
 - The dimensions and location of all electrical signs on the premises.

PERMIT FEES

1. Sign Permit, Non-Illuminated: \$25.00
2. Sign Permit, Illuminated: \$50.00

STAFF USE ONLY

Sign within Commercial Corridor? Yes No Applicable only to pylon or pole signs

Pole Sign? Yes No

Require Main Street approval? Yes No

Main Street Manager Signature
