

OFFICE USE ONLY

PARCEL NO.: \_\_\_\_\_

MAP NO.: \_\_\_\_\_

ZONING CLASSIFICATION: \_\_\_\_\_

OFFICE USE ONLY

REVIEW DATE: \_\_\_\_\_

APPROVAL: \_\_\_\_\_  
Steve Sokolowski, City Planner

**CITY OF SHEBOYGAN  
DEPARTMENT OF CITY DEVELOPMENT**

807 Center Avenue, Sheboygan, WI 53081  
Phone: (920) 459-3377 Fax: (920) 459-3919  
E-Mail: development@ci.sheboygan.wi.us

**SIGN PERMIT APPLICATION**

(November, 2002)

Completed application and all required attachments are to be filed with the Department of City Development, 807 Center Avenue for review by the City Planner.

**1. APPLICANT INFORMATION**

APPLICANT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

PHONE: ( ) \_\_\_\_\_ FAX NO: ( ) \_\_\_\_\_

**2. OWNER INFORMATION**

OWNER OF SITE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: ( ) \_\_\_\_\_ FAX NO: ( ) \_\_\_\_\_

**3. DESCRIPTION OF THE PROPOSED SIGN AND USE OF THE SUBJECT SITE**

NAME OF PROPOSED/EXISTING BUSINESS: \_\_\_\_\_

ADDRESS OF PROPERTY AFFECTED: \_\_\_\_\_

USE OF PROPERTY: \_\_\_\_\_

TYPE OF SIGN: \_\_\_\_\_

DESCRIPTION OF PROPOSED SIGN: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**4. CONFIGURATION OF PROPOSED SIGN:**

HEIGHT:\_\_\_\_\_ X WIDTH:\_\_\_\_\_ = TOTAL SQUARE FOOTAGE:\_\_\_\_\_

AMOUNT OF PUBLIC STREET FRONTAGE:\_\_\_\_\_

AMOUNT OF EXPOSED EXTERIOR WALL LENGTH:\_\_\_\_\_

SETBACK:\_\_\_\_\_

METHOD OF ATTACHMENT:\_\_\_\_\_

METHOD OF ILLUMINATION:\_\_\_\_\_

SIGN MATERIALS:\_\_\_\_\_

TOTAL SQUARE FOOTAGE OF SIGNS ON SUBJECT PROPERTY:

BEFORE PROPOSED SIGN:\_\_\_\_\_ AFTER PROPOSED SIGN:\_\_\_\_\_

**5. CERTIFICATE**

**I hereby certify that all of the above statements and attachments submitted hereto are true and correct to the best of my knowledge and belief, and that the home occupation will be operated in compliance with the data on this application.**

\_\_\_\_\_  
**APPLICANT'S SIGNATURE**

\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**PRINT ABOVE NAME**

**6. APPLICATION SUBMITTAL REQUIREMENTS**

- a. *For new development*, the approved site plan for the subject property, showing the location and dimensions of all buildings, structures, signs on the subject property, property boundaries and dimensions; and the location of the proposed sign.
- b. *For existing development*, a site plan approved by the City Planner & Zoning Manager, showing the location and dimensions of all buildings, structures, signs on the subject property, property boundaries and dimensions; and the location of the proposed sign.
- c. A scale drawing of the proposed sign listing the height, width, total square footage, method of attachment, method of illumination, sign materials, design and appearance.

- d. The subject property's zoning classification.
- e. The total area of all signs on the subject property both before and after the installation of the proposed sign.
- f. Provide three 11 x 17 color renderings of proposed sign. Attach any photos or drawings that may help in reviewing sign application.

**NOTES**

**Applicant is required** to obtain a Sign Permit from the Building Inspections Department, Third Floor, City Hall, 828 Center Avenue.

**Permit may be revoked** without notice if misrepresentation of any of the above information or attachments is found to exist.

**Permit shall expire** within one (1) year from date of approval unless substantial work has commenced.

**Permit is null and void** if issued in error. It is understood that any permit issued on this application will not grant any right or privilege to erect any sign or to use any permits for any purpose that is prohibited by the City Zoning Ordinance or any other State or local laws.

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**ACTION BY DEPARTMENT OF CITY DEVELOPMENT – SIGN PERMIT APPLICATION**

APPROVED: \_\_\_\_\_ CONDITIONALLY APPROVED: \_\_\_\_\_ DENIED: \_\_\_\_\_

**CONDITIONS**

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SIGNATURE: \_\_\_\_\_

Steve Sokolowski  
City Planner & Zoning Manager

DATE: \_\_\_\_\_