



SIGN PERMIT APPLICATION

City of Rowlett
5702 Rowlett Road
Rowlett, TX 75089
972-412-6125

Permit No. _____

Invoice No. _____

_____		_____	
Project Address		Business Name	
_____		_____	
Sign Contractor*		Phone	Email
_____		_____	
Applicant Name (Printed name of applicant)		Phone	Email

*Electrical contractors must validate onto this permit before performing any work.

Type of Sign:

- | | | |
|-------------------------------------|--------------------------------------|--|
| <input type="checkbox"/> Wall | <input type="checkbox"/> Roof | <input type="checkbox"/> Monument |
| <input type="checkbox"/> Awning | <input type="checkbox"/> Menu Board | <input type="checkbox"/> Single-tenant |
| <input type="checkbox"/> Projecting | <input type="checkbox"/> Directional | <input type="checkbox"/> Multi-tenant |
| <input type="checkbox"/> Marquee | <input type="checkbox"/> Flag | <input type="checkbox"/> Sub-division |
| <input type="checkbox"/> Blade | <input type="checkbox"/> Canopy | |
| <input type="checkbox"/> Hanging | | |

Additional Information:

What is the square footage of the sign? _____

What is the estimated value of the sign? _____

Will the sign be illuminated or have electrical components? Yes No

Are there any existing signs that will remain on the façade? Yes No

If yes, what is the total square footage of those signs? _____

Submittal Requirements Checklist (to be included with application):

- | | |
|--|--|
| <input type="checkbox"/> Drawing of sign to-scale | <input type="checkbox"/> Wind load of proposed sign |
| <input type="checkbox"/> Sign height, width and clearance | <input type="checkbox"/> Zoning district of sign location |
| <input type="checkbox"/> Sign area in square feet | <input type="checkbox"/> Sign construction materials |
| <input type="checkbox"/> Sign setbacks | <input type="checkbox"/> Additional information may be requested |
| <input type="checkbox"/> Site plan showing all utility and access easements with sign location | |
| <input type="checkbox"/> Area of façade or surface in square feet to which the sign will be attached | |

NOTICE TO APPLICANT: This permit is issued on the basis of information furnished in this application and on any submitted plans, and is subject to the provisions and requirements of the City of Rowlett Code of Ordinances and any other applicable ordinance. This permit is used only for the purpose of allowing construction of a building or structure conforming to the codes and ordinances of the City, regardless of information and/or plans submitted. The issuance or granting of a permit shall not be construed to be a permit for, or an approval of, any violation of any of the provisions of any ordinance of the City of Rowlett. Permits presuming to give authority to violate or cancel the provisions of any City of Rowlett ordinance or regulation shall not be valid.

I HEREBY ACCEPT ALL CONDITIONS HEREIN ABOVE MENTIONED AND CERTIFY THAT ALL STATEMENTS HEREIN RECORDED BY ME ARE TRUE AND CORRECT.

APPLICANT'S SIGNATURE: _____

DATE: _____