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# CITY OF OTSEGO

## Sign Permit Application

DATE:

1. TEMPORARY SIGN PERMIT: \$15.00 \_\_\_\_\_ SIGN PERMIT: \$25.00 \_\_\_\_\_
2. APPLICANT: \_\_\_\_\_
3. NAME OF AGENT: \_\_\_\_\_
4. ADDRESS: \_\_\_\_\_
5. TELEPHONE: \_\_\_\_\_
6. ADDRESS OF PROPERTY: \_\_\_\_\_
7. ZONING: \_\_\_\_\_
8. ATTACH DRAWINGS SHOWING TO SCALE THE DIMENSIONS, CONSTRUCTION SUPPORTS, SIZES, ELECTRICAL WIRING AND COMPONENT MATERIALS OF THE SIGN AND THE METHODS OF ATTACHMENT AND CHARACTER OF STRUCTURAL MEMBERS TO WHICH ATTACHMENT IS TO BE MADE.
9. ATTACH A SITE PLAN DRAWING SHOWING LOCATIONS OF ALL OTHER EXISTING SIGNS ON THE PREMISES.
10. ADDITIONALLY, DRAWINGS, STRUCTURAL DESIGN AND QUALITY OF MATERIAL SHALL CONFORM TO THE REQUIREMENTS OF THE SIGN ORDINANCE; PARTICULARLY CHAPTER 18 OF THE CITY'S ZONING ORDINANCE. ENGINEERING DATA SHALL BE PROVIDED WHEN THE PROPOSED SIGN IS A FREE STANDING OR A PROJECTING SIGN, OR WHEN THE SIGN IS TO BE MOUNTED WHERE STRUCTURAL FAILURE COULD JEOPARDIZE THE SAFETY OF THE PUBLIC.

I HEREBY STATE THE ABOVE STATEMENTS AND ACCOMPANYING MATERIALS ARE COMPLETE AND ACCURATE.

\_\_\_\_\_  
SIGNATURE OF OWNER OR AUTHORIZED AGENT

APPLICATION FEES\$ \_\_\_\_\_ RECEIVED BY: \_\_\_\_\_

IF APPLICABLE, TEMPORARY PERMIT EXPIRATION DATE: \_\_\_\_\_