



CITY OF PRINCETON
123 W. Princeton Drive
Princeton, Texas 75407
214-960-5653
development-info@princetontx.us

APPLICATION FOR SIGN PERMIT

DATE: _____ **Please submit one permit application per project address**

An incomplete application will delay the review process or cause denial of the application.

Project Address: _____

Legal Description:
Subdivision _____ Block _____ Lot _____

Owner Information:

Name _____
Address _____ City _____ State _____ Zip _____
Email _____ Phone _____
Cell Phone _____

Sign Contractor Information:

Name _____
Address _____ City _____ State _____ Zip _____
Email _____ Phone _____
Cell Phone _____

Electrical Contractor Information:

Company Name: _____
Address: _____ City _____ State _____ Zip _____
Contract Name: _____ Phone: _____
Cell Phone: _____

A complete application submittal includes:

- a. A copy of the individual plat with the building lines identified.
- b. A detailed rendering of the property showing the proposed sign and its proximity (feet) to any structure or building line.
- c. A detailed rendering of the proposed sign must be provided with the following information:
 1. Dimensions of the proposed sign
 2. Type of materials to be used in the construction of the proposed sign
 3. Mounting information for the proposed sign and the type of material to be used
 4. For prefabricated signs—any technical information from the sign maker; such as, assumed wind load, glare, intensity, wiring requirement, etc.

Note: Additional information may be requested during the review process.

SIGN SPECIFICATIONS SHEET: (Attach required renderings, survey, and additional sign specification sheets as needed if multiple signs per project address)

Banner **Inflatable (Balloon)** **Grand Opening Balloon/Arrangement**

Total Square Footage of Sign _____ Requested Dates _____
(Example – 20 sq. ft. or 2' x 10') (Example-- June 1-June 14, 2010)

A-Frame **Commercial Real Estate** **Individual/Internal Monument**

Unified Monument **Menu Board** **Model Home** **Project Development**
 Panel Kiosk **Subdivision Identity/Monumentation**

Total Square Footage of Sign _____ Sign Height _____ Set Back _____
(Example – 20 sq. ft. or 2' x 10')

Awning **Awning Sign Attachments** **Canopy** **Wall** **Projecting** **Roof (Secondary)**

Building Height _____ Length of Building _____

Total Square Footage of Sign _____ (Example – 20 sq. ft. or 2' x 10')

The Undersigned applicant certifies that the project described herein will be build in accordance with plans and specification submitted at time of application. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. Grant of a permit does not presume to give authority to violate or cancel the provisions of any local or state law regulating construction or the performance of construction. When a permit has not been issued within 180 days following the date of application, the application and plan review will expire.

Signature of Applicant

Date

Applicant Name (Please Print Legibly)

For Office Use Only:

Permit Number _____

Fee Paid: _____ Date: _____