

APPLICATION FOR SIGN INSTALLATION PERMIT

Department of Zoning  
Carlyle, Illinois

Zoning Application No. \_\_\_\_\_  
Date: \_\_\_\_\_, \_\_\_\_\_

(DO NOT WRITE IN THIS SPACE – FOR OFFICE USE ONLY)

( ) Permit Issued

Fee Paid \$ \_\_\_\_\_

( ) Permit Denied

Date: \_\_\_\_\_, \_\_\_\_\_

Reason: \_\_\_\_\_  
\_\_\_\_\_

Electric Permit Required \_\_\_\_\_

**Instructions to Applicant:** The following information must be completed and submitted with a sketch of the proposed sign(s) and a site plan showing the location of the proposed sign(s) in relation to the buildings and/or lot lines. Applicants are encouraged to visit the office of the Zoning Administrator for any assistance needed in filling out this form.

1. Name of Applicant(s): \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_  
(Street) (City) (Zip Code)

2. Property interest of applicant:

( ) Owner ( ) Contract Purchaser ( ) Lessee ( ) Other: \_\_\_\_\_

3. Name of owner(s) (if other than applicant): \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Address: \_\_\_\_\_  
(Street) (City) (Zip Code)

4. Location of Property: \_\_\_\_\_

Address: \_\_\_\_\_  
(Street) (City) (Zip Code)

Legal Description (Lot, block and subdivision; or metes and bounds) (description of acreage)

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

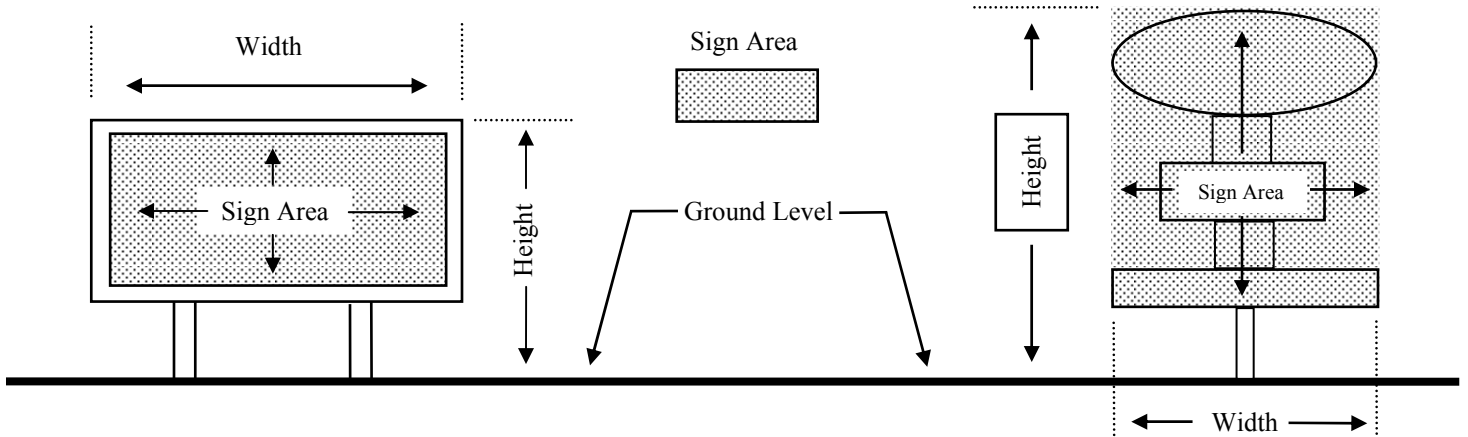
5. Proposed improvement (check two):

- |                           |                     |
|---------------------------|---------------------|
| ( ) Freestanding          | ( ) Business        |
| ( ) Projecting            | ( ) Real Estate     |
| ( ) Wall                  | ( ) Identification  |
| ( ) Roof                  | ( ) Subdivision     |
| ( ) Combination (specify) | ( ) Construction    |
| ( ) _____                 | ( ) Other (specify) |
| ( ) _____                 | ( ) _____           |

6. Size of sign:

Height: \_\_\_\_\_ ft.      Width: \_\_\_\_\_ ft.      TOTAL SIGN AREA: \_\_\_\_\_ sq. ft.

Size of sign is determined as follows:



7. Frontage:    Width of front lot line: \_\_\_\_\_ ft.  
                   Width of building front: \_\_\_\_\_ ft.  
                   Setback of building from front lot line \_\_\_\_\_ ft.

8. Illumination of sign:    ( ) Neon, flashing  
                                   ( ) Neon, non-flashing  
                                   ( ) Floodlights  
                                   ( ) Non-illuminated

9. If illuminated, hours of operation:    ( ) From: \_\_\_\_\_ To: \_\_\_\_\_

10. I certify that all of the above statements and the statements contained in any papers or plans submitted herewith are true and accurate.

DATE: \_\_\_\_\_, \_\_\_\_\_      APPLICANT: \_\_\_\_\_

DATE: \_\_\_\_\_, \_\_\_\_\_      OWNER: \_\_\_\_\_

**CERTIFICATE OF COMPLIANCE**

The plans and specifications submitted with this application are in conformity with the sign regulations applicable to the subject property. Changes in plans or specifications shall not be made without written approval of this office. Failure to comply with the above shall constitute a violation of the sign regulations.

Permit issued this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

Zoning Administrator: \_\_\_\_\_

## SITE PLAN

A site plan must be attached or drawn below at a scale large enough for clarity showing the following:

- A. Location and dimensions of: lot, buildings, driveways, and off-street parking spaces.
- B. Distance between: buildings and front, side, and rear lot lines; principal building and accessory buildings; and principal building and principal buildings on adjacent lots.
- CII. Location of: signs, easements, underground utilities, septic tiles, tile fields, water wells, etc.
- DII. Any additional information as may reasonably be required by the Zoning Administrator and applicable sections of the Zoning Code.

SCALE: 1" = \_\_\_\_\_

