SIGN PERMIT APPLICATION
CITY OF GLADSTONE, MICHIGAN

PROJECT IDENTIFICATION

Project Name:

Location:

Zoning District:

Current Use & Occupant:

CITY STAFF USE

File #:

Parcel#:

Date Submitted:

Fee: $25.00 Signs in Residential, Commercial & Ind. District
Fee: $12.50 Temporary, Construction or Special Events
Paid: _____

APPLICANT/TENANT OR OWNER

Name:

Address:

City, State, Zip:

Phone #: Fax #:

Email:

The applicant acknowledges review of sign permit requirements in the sign ordinance (available at City Hall or www.gladstonemi.org)

CITY STAFF USE

SIGNAGE CALCULATIONS

PIN # Address

Total S.F. of Building

Total S.F. or # of Signage Allowed

Minus Existing Signage

Minus Signage in this Application

Remaining Signage

Zoning District:

The applicant acknowledges that the information in this application is correct and accurate.

The applicant authorizes City staff and board / commission members to visit the site as part of their review of this application.

APPLICANT SIGNATURE:

Date:

If the applicant is other than the owner, the owner herby grants permission for the applicant to act in his/her behalf.

OWNER SIGNATURE:

Date:

CITY STAFF USE

APPROVAL

Comments/Conditions:

SIGN CONTRACTOR

Name:

Address:

City, State, Zip:

Email:

Date Signature

Title

EXISTING SIGNAGE

Dimension and area of each existing sign.

Attach a photo of each existing sign on the premises with a sketch map showing locations of existing and proposed signage.

Total square footage of all existing signs.

DIMENSIONS OF SITE

---------- Frontage ---------- Depth

Total site square footage----------

Total Building Square footage

Tenant name & area of Bldg. | S.F. Alloted to ea. Tenant

FOR STAFF USE

Square footage of Signage for each Tenant

Submit the completed application and fee to the Community Development Department located at Public Safety, 144 4th Avenue, NE Gladstone, MI. Questions should be directed to 906-428-4586.

PROPOSED SIGNAGE

Attach a separate copy of this page for each sign requested under this permit

_____On _____ Off Premise

Sign Setback:

Total Height

Clearance to Sidewalk

Face Dimensions:

Projection from Building

_____one side _____ two sided

TYPE OF SIGN

____ Wall ____ Freestanding ____ Ground

____ Projecting ____ Awning ____ Marquee

____ Business Center ____ Billboards ____ Temporary

____ Community Event ____ Construction

Sign Setback:

Message: _____ Permanent Lettering

_____ Changeable ____ Electronic

Proposed sign to be illuminated? YES or NO

Electrician:_____

License #:_____