

**City of Hazel Park  
Building Department  
Sign Permit Application  
(248) 546-4075**

Sign Company: \_\_\_\_\_ Sign Company Representative: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Name of Hazel Park Business Requesting Sign: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

**Type of Sign:**

Wall Sign       Freestanding Sign       Projecting Sign       Marquee Sign  
 Roof Sign       Billboard       Temporary Sign       Balloon

**Size of Sign:**

Width: \_\_\_\_\_ feet      Height: \_\_\_\_\_ feet      Sign Face: \_\_\_\_\_ square feet

**The following information must be submitted with this application.**

- Construction Plans (to scale)
- Elevations of the proposed Sign (to scale)
- Site Plan showing proposed location of Sign

**The plans must clearly illustrate the following information:**

- Distance from the top of sign to grade
- Distance of lower edge of sign to grade
- Distance inner edge will be from the building wall
- Distance outer edge will be from the building wall
- System utilized to secure sign to pole or building
- Type of material utilized in sign facing and framing
- Size of wall where sign will be installed
- Size of pole or monument where sign will be installed
- Identify any other signs on the property and their sizes

**Electrical Information**

Will the proposed sign be illuminated or involve electricity? \_\_\_\_\_ If so, a sign permit will not be issued until an electrical permit has been pulled by a licensed electrical contractor.

Name of Electrical Contractor: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

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**For City Use Only**

Permit #: \_\_\_\_\_ Permit Fee: \_\_\_\_\_ Bond: \_\_\_\_\_ HP Reg. #: \_\_\_\_\_ License #: \_\_\_\_\_

Building Approved: \_\_\_\_\_ Date: \_\_\_\_\_