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: ___________________________

For City Use Only

Permit #: _______ Permit Fee: _______ Bond: _______ HP Reg. #: _______ License #: _______

Building Approved: ___________________________ Date: ___________________________