

**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
____ Roof Sign

____ Freestanding Sign
____ Billboard

____ Projecting Sign
____ Temporary Sign

____ Marquee 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: _____