

NON-RESIDENTIAL SIGN PERMIT APPLICATION

INCLUDES ZONING, BUILDING, AND ELECTRICAL REVIEW

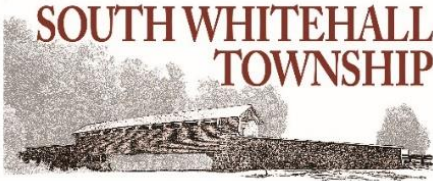
TO BE ACCEPTED, PERMIT APPLICATIONS MUST CONTAIN EACH OF THE FOLLOWING:

- A Completed Sign Permit Application – **MULTIPLE SIGNS ARE PERMITTED ON A SINGLE PERMIT APPLICATION**
- Plot Plan showing exact location of sign
- THREE (3) sets of engineer-stamped and sealed plans for each sign.** Be sure to include UL listings.
- Application Fee (\$50) Payable to **South Whitehall Township**. Additional fees may be due at permit issuance. Note: Zoning-Only permits (for sign face change only or similar) will not require additional fees at permit issuance.
- Third Party Fee (Please call for amount due)
- Business Privilege License for Contractor
- Certificate of Insurance showing Worker's Compensation for Contractor

APPLICANT WILL BE ASKED TO SHOW ALL "CHECKED" ITEMS ABOVE SEPERATELY TO DEMONSTRATE A COMPLETE SUBMISSION

Please submit all documents to the Township 4444 Walbert Avenue, Allentown PA 18104

SIGN PERMIT APPLICATION



FOR STAFF USE ONLY

PROJECT #: _____

DATE RECEIVED: _____

- BUSINESS PRIVILEGE LICENSE
- WORKER'S COMPENSATION
- THIRD PARTY REVIEW FEE

SECTION 1: APPLICANT INFORMATION

PLEASE PRINT LEGIBLY AND FILL OUT FORM COMPLETELY

PROPERTY ADDRESS: _____ PROPERTY PIN: _____

APPLICANT NAME: _____ APPLICATION DATE: _____

PHONE: (____) _____ CELL: (____) _____ EMAIL: _____

APPLICANT ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____ FAX: _____

An application is hereby made for a permit for construction as indicated herein and which shall be located as shown on the plot plan submitted herewith and/or to use the premises for the purpose herein described. Applicant agrees that such work will comply with all provisions of the Zoning Ordinance, Building Code, with all deed restrictions and with all other applicable Ordinances of South Whitehall Township.

APPLICANT PRINTED NAME: _____ SIGNATURE: _____

IF THIS APPLICATION IS NOT BY THE PROPERTY OWNER, THEN BY WHAT AUTHORITY: _____

CONTRACTOR NAME: _____ PHONE: (____) _____

CONTRACTOR ADDRESS: _____ FAX/CELL: _____

CITY: _____ STATE: _____ ZIP CODE: _____ EMAIL: _____

PROPERTY OWNER NAME: _____ PHONE: (____) _____

OWNER ADDRESS: _____ FAX/CELL: _____

CITY: _____ STATE: _____ ZIP CODE: _____ EMAIL: _____

DISCIPLINE REVIEW REQUESTED \$50 Application Fee Each (CHECK AND COMPLETE ALL THAT APPLY)

BUILDING/ZONING See Section 2

ELECTRICAL See Section 3

FEES AND APPROVALS FOR STAFF USE ONLY

APPROVALS:	REVIEWER	DENIAL	DATE	APPROVED	DATE
<input type="checkbox"/> Zoning	_____	<input type="checkbox"/>	_____	<input type="checkbox"/>	_____
<input type="checkbox"/> Building	_____	<input type="checkbox"/>	_____	<input type="checkbox"/>	_____
<input type="checkbox"/>	_____	<input type="checkbox"/>	_____	<input type="checkbox"/>	_____

This permit is:
 ZONING ONLY
 BUILDING/ZONING

Application Fee \$ **50.00**

PERMIT FEES: PLEASE BE AWARE THAT FEES WILL BE DUE UPON PERMIT ISSUANCE

Issuance Fee \$ _____
(Fees Will Vary)

Re-Review Fee(s) \$ _____

PA Act 157 Fee \$ _____

Balance Due \$ _____

Applicant Called:

Check # _____

Check # _____

APPROVAL CONDITIONS:

PERMIT ISSUED BY: _____ TITLE: _____ DATE: _____

IF NOT PICKED UP BY APPLICANT, THIS PERMIT EXPIRES ONE HUNDRED EIGHTY (180) DAYS AFTER APPROVAL DATE

SECTION 2 BUILDING/ZONING REVIEW: \$50 Application Fee PERMIT # _____

(One sign per sheet. Attach additional sheets as necessary)

To ensure timely plan review, please submit THREE (3) complete sets of plans and specs

PURPOSE OF SIGN (check all that apply):

Sign # _____

- | | | |
|--|---|--|
| <input type="checkbox"/> Identification – Pylon Sign | <input type="checkbox"/> Identification - Ground Sign | <input type="checkbox"/> LED/Message Board (EGD) |
| <input type="checkbox"/> Temporary Sign | <input type="checkbox"/> Directional/Way-Finding Sign | <input type="checkbox"/> Building Directory Sign |
| <input type="checkbox"/> Canopy Sign | <input type="checkbox"/> Construction Sign (over 12 sq ft) | <input type="checkbox"/> Off-Premises Sign (Billboard) |
| Real Estate Advertising Sign: | | |
| <input type="checkbox"/> Attached Building Sign Over 100 sq ft Advertising Rental Space | <input type="checkbox"/> Free-Standing Sign Over 16 sq ft Advertising Land 10 Acres or Less | <input type="checkbox"/> Free-Standing Sign Over 32 sq ft Advertising Land Over 10 Acres |
| <input type="checkbox"/> Illuminated <input type="checkbox"/> LED Is this sign replacing an existing sign? <input type="checkbox"/> Yes <input type="checkbox"/> No If YES, is there existing electric? <input type="checkbox"/> Yes <input type="checkbox"/> No | | |

Attached to Building (Fill Out Information Below)

Dimensions(HxWxD): _____

Sq Ft of Wall Face that the Sign is Attached To: _____

Total Sq Ft of All Wall-Face Signs on Premises: _____

Total Sq Ft of All Freestanding Signs on Premises: _____

Freestanding (Fill Out Information Below)

Dimensions(HxW): _____

Height of Sign Above Grade: _____

Total Sq Ft of All Freestanding Signs on Premises: _____

Total Sq Ft of All Wall-Face Signs on Premises: _____

SIGN MATERIAL: Wood Plastic Metal Fabric Other _____

DESCRIPTION OF PROPOSED WORK: _____

COST OF PROPOSED WORK: \$ _____

If the sign will be illuminated, complete SECTION 3 below.

SECTION 3 ELECTRICAL REVIEW: \$50 Application Fee PERMIT # _____

To ensure timely plan review, please submit THREE (3) complete sets of plans and specs

CONTRACTOR NAME: _____ **PHONE:** (____) _____

CONTRACTOR ADDRESS: _____ **FAX/CELL:** _____

CITY: _____ **STATE:** _____ **ZIP CODE:** _____ **EMAIL:** _____

TYPE OF SIGN:

Non-Illuminated Sign

Illuminated Sign

SIGN WILL USE :

Existing Connection -- # of Connections _____

New Wiring

LISTING AND LABELING:

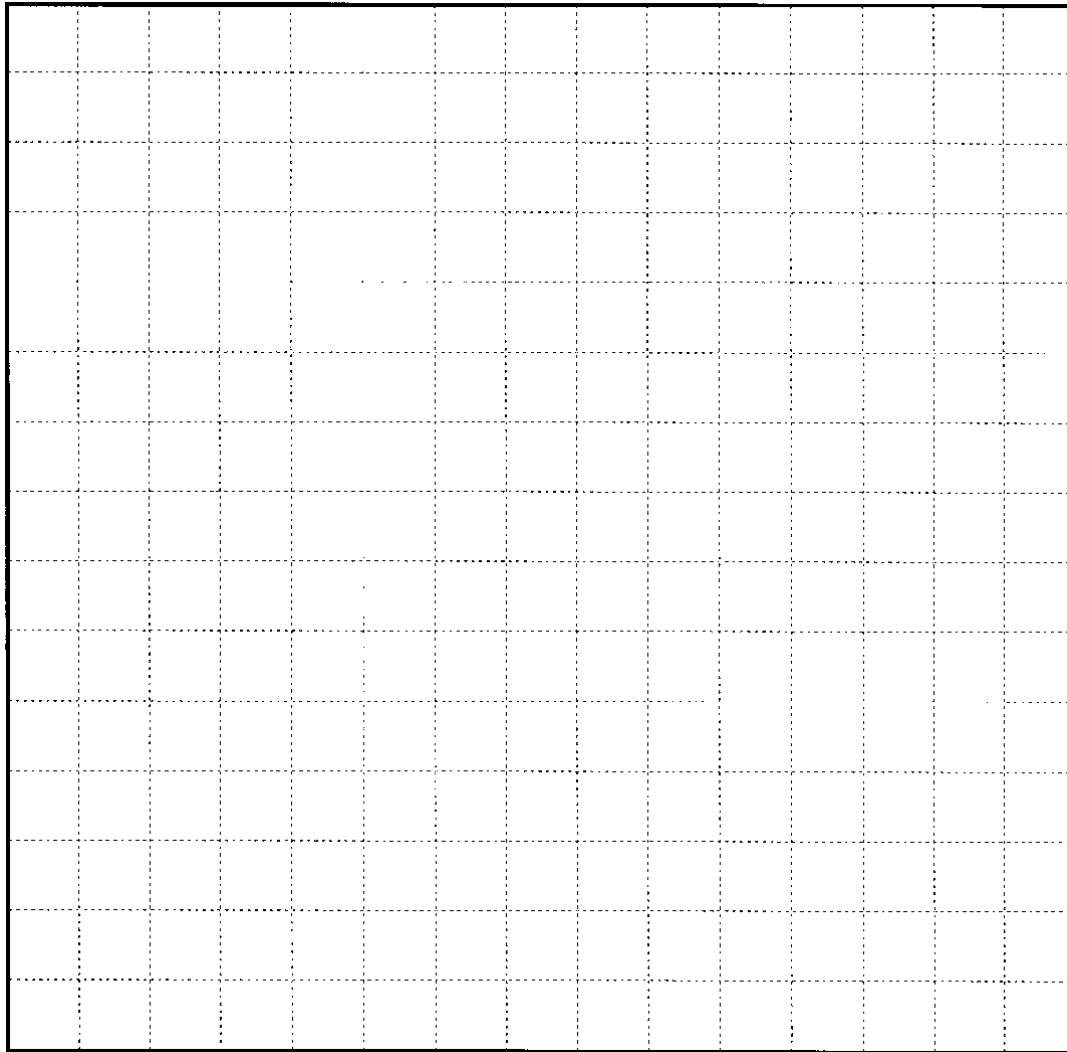
UL Listing # _____

Other Listing # _____

Not Listed

**FORM CONTINUES ON THE NEXT PAGE
COMPLETE PLOT PLAN FOR EACH SIGN LOCATION**

Rear Property Line



Front Property Line

PLOT PLAN

Show all existing and proposed structures and buildings, including eaves, cornices, porches, chimneys, decks, sheds, etc.

Also indicate the distances of all structures and buildings from all property lines.

Existing and future (ultimate) right-of-way lines should also be shown along all streets fronting the subject property.

Please note that right-of-way lines are customarily measured from the centerline of the street.

1 square = _____ feet