



CODE DEPARTMENT SIGN PERMIT APPLICATION

Phone: 770-207-4674 Email: permits@monroega.gov

OFFICE PERMITTING HOURS: 8:00 a.m. – 4:00 p.m.

Property Address: _____

Business Name: _____

Property Owner Name: _____

City: _____ State: _____ Zip Code: _____

Phone – Office: _____ Cell: _____

Applicant/Contractor Name: _____

Applicant/Contractor Address: _____

City: _____ State: _____ Zip Code: _____

Phone – Office: _____ Cell: _____

Email: _____

Attach Business License: **Permit Type:** Residential Commercial

Section 1350 Signs (Properties Not Located in a Character District):

Sign Type: Ground/Monument Wall Billboard Temporary/Banner (see 1350.2.d.4)
 Other/Granted by Historic Preservation _____ (provide proof of COA approval)

Section 730 Signs – Character District Properties Only (Refer to the Character Based Code Regulating Plan):

Sign Type: Awning Band (aka Primary Façade Wall Sign) Blade Large Projecting Sign
 Marquee Monument Porch Post Wall (aka Secondary Wall Sign) Window Sign

Sign Dimensions: Area in Sq. Ft.: _____ Height: _____ Width: _____

Linear Foot Distance of Façade/Business (if applicable): _____

Distance from other Monument, Blade, Post, or Projecting Signs: _____

Sign Illumination: Unlighted Lighted (Internal illumination prohibited throughout the City unless conditioned in a planned district or is active, non-conforming)

If Lighted, describe type of lighting: _____

Site Plan Provided: (For new/replacement Ground/Monument or Post signs)

Application Attachments: Drawings with Sign Dimensions (required) Photographs

Value of Sign: \$ _____

I hereby certify that the above information is true and correct.

Signature of Applicant Print Name Date

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