

City of Berea
212 Chestnut Street
Berea, Ky 40403
(859)986-8528 Phone (859)986-7657 Fax

CALL BEFORE YOU DIG - 811

SIGN PERMIT APPLICATION

SIGN PERMIT # _____ DATE: _____

LOCATION: _____

OWNER: NAME _____

ADDRESS _____

CITY, STATE, ZIP _____

PHONE _____ E-MAIL _____

SIGN CO. NAME _____

ADDRESS _____

CITY, STATE, ZIP _____

PHONE _____ E-MAIL _____

LEASEE: NAME _____

ADDRESS _____

CITY, STATE, ZIP _____

PHONE _____ E-MAIL _____

SIGN WILL BE: ___ WALL MOUNTED ___ FREE STANDING ___ HANGING

SIGN WILL BE: ___ ON PREMISES ___ OFF – PREMISES

SIGN WILL BE: ___ ILLUMINATED ___ NON-ILLUMINATED

BASIC CONSTRUCTION OF SIGN: ___ WOOD ___ STEEL ___ MASONRY

SIGNATURE OF THE OWNER OF THE UNDERLYING REAL PROPERTY OR AUTHORIZED AGENT:

_____ DATE _____

PLEASE PROVIDE THE FOLLOWING:

◇ **SITE PLAN AND/OR BUILDING ELEVATION DRAWING SHOWING THE LOCATION OF THE PROPOSED SIGN ON THE LOT AND OR BUILDING, INCLUDING SETBACKS. (SITE PLAN MUST SHOW SQUARE FOOTAGE OF BUILDING OR SUITE, FOOTPRINT LAYOUT OF BUILDING WITH FRONT, SIDE AND HEIGHT DIMENSIONS)**

◇ **SIGN DIMENSIONS, METHOD OF MOUNTING AND/OR ERECTING**

◇ **VALUE OF SIGN \$ _____**

***TEMPORARY SIGNS REQUIRING A PERMIT SHALL INCLUDE IN WRITING THE PURPOSE AND THE LENGTH OF TIME FOR SIGNS TO REMAIN IN PLACE. THIS INCLUDES STREAMERS, BANNERS, FLAGS AND BALLOONS FOR A SPECIAL EVENT AND LIMITED AS TO TIME PERIOD. THE MAXIMUM TIME SHALL BE THIRTY (30) DAYS FOR TWO SEPARATE OCCASIONS IN THE PERIOD OF (1) YEAR.**

◇ **SIGN PERMIT MEETS CITY ZONING CODES _____**

◇ **SIGN PERMIT DOES NOT MEET CITY ZONING CODES _____**

FEES DUE \$ _____

PERMIT APPROVED BY _____