

SIGN PERMIT APPLICATION

Permit Number: _____

City Of Evart, County of Osceola
200 S. Main Street, Evart MI 49631
231-734-2181 Website: www.evart.org
Planning & Zoning email: citymanager@evart.org



PLEASE COMPLETE THIS FORM & SUBMIT TO THE CITY OF EVART ZONING ADMINISTRATOR WITH THE FOLLOWING ITEMS:

- Drawings, to scale showing:
 - *Wall-mounted signs*: Fully dimensioned building elevation drawings for sides on which sign(s) to be placed, showing all existing and proposed sign placement(s) with dimensions and color drawings of sign copy.
 - *Freestanding signs*: Site plan showing all existing and proposed buildings and structures, proposed sign location, accurate distances from lot lines and other structures, full sign support structure and sign face(s) with all dimensions, including gross height and color drawings of sign copy.
- Lighting Plan*: Narrative detailing whether the sign will be internally or externally lighted, the type of lighting to be used, and the proposed hours of illumination.
- Owner Authorization*: if you are not the owner, a letter authorizing you to apply as their agent
- Application Fee*: see City of Evart Schedule of Fees Form

Please see Section 6.2.1 of the City of Evart Zoning Ordinance for a full list of district regulations of signs.

Parcel Number: _____ Property Address: _____
Name of Property Owner(s): _____
Property Owner's Current Mailing Address: _____
City: _____ State: _____ Zip Code: _____ Phone Number: _____
Description of Sign (attach required drawings): _____

- Permanent Sign* *Temporary Sign – dates requested*: _____
- Applicant's Name: _____
- Applicant's Address: _____
- Email Address: _____
- Applicant's Signature: _____ Phone Number: _____

Affidavit: The undersigned affirms that he/she is the _____ (owner, agent, lessee, or other interested party) involved in this petition and that the foregoing answers, statements and information are in all respects true and, to the best of his/her knowledge, correct. By making this application, the undersigned grants all officials, staff and consultants of the City of Evart access to the subject property as required and appropriate to assess site conditions in support of a determination as to the suitability of the proposed project and/or current of future sign permit and zoning ordinance compliance.
Signature: _____ Date: _____

FOR CITY USE ONLY

- The proposed sign is permitted by the City of Evart Zoning Ordinance of 2008 as amended
- The proposed sign has been approved as a special condition by the Zoning Board of Appeals (ZBA)
Date: _____ ZBA Application #: _____
Application #: _____ Date Filed: _____ Fee Paid: _____
Total Temporary Signage Days: _____ Temporary Sign Expiration Date: _____
Zoning Administrator Signature: _____ Date: _____