



**CITY OF SOUTH LYON**

335 S. Warren Street · South Lyon, Michigan 48178

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[www.southlyonmi.org](http://www.southlyonmi.org)

**SIGN PERMIT APPLICATION**

Date: \_\_\_\_\_

Property Tax #: \_\_\_\_\_

**Applicant**

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Signature: \_\_\_\_\_

**Property Owner**

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Signature: \_\_\_\_\_

**Construction Address:** \_\_\_\_\_

New Sign: \_\_\_\_\_ Sign Relocation: \_\_\_\_\_ Sign Repair/Replace: \_\_\_\_\_

**Type of Sign:** \_\_\_ Pole/Pylon \_\_\_ Ground \_\_\_ Marquee \_\_\_ Wall \_\_\_ Other

**Number of Faces:** \_\_\_\_\_ **Size:** \_\_\_\_\_ Square feet per face

**Sign – Size/Measurement:** Horizontal \_\_\_\_\_ Vertical \_\_\_\_\_ Total Area (Sq. Ft) \_\_\_\_\_

**Façade – Size/Measurement:** Horizontal \_\_\_\_\_ Vertical \_\_\_\_\_ Total Area (Sq. Ft) \_\_\_\_\_

**Electrical:** Does the sign require electrical wiring or component? \_\_\_\_\_ Yes \_\_\_\_\_ No

\*\*If yes, an electrical permit is required

Installer of Sign: \_\_\_\_\_ Contractor License #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Phone: \_\_\_\_\_

# SIGN PERMIT APPLICATION

*Please provide the following:*

[City of South Lyon Code of Ordinances, Chapter 70 Signs, Section 70-10b](#)

**Application:** Applications to erect, construct, maintain, use, display, alter, convert, repair a sign shall be made upon forms provided by the City and shall contain the following information:

1. Two drawings of the plans which include all measurements, materials, and color with:
    - a. Specifications and methods of construction and attachment to building or ground
    - b. Location of buildings, structures, and property lines
    - c. Copy of stress sheets and calculations, if deemed necessary by the Building Official, showing the structure as designed for dead load and wind pressure in accordance with regulations
  2. Electrical permit (if applicable)
  3. Copy of insurance policy
  4. Fees
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## Action by Department (Official Use Only)

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_

Zoning District: \_\_\_\_\_

Proposed sign square footage: \_\_\_\_\_

Conditions (if any): \_\_\_\_\_

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By: \_\_\_\_\_ Date: \_\_\_\_\_