



**Planning & Zoning Approval
must precede Sign Permit
Application.**

P&Z Approval Date: _____

City of Apalachicola SIGN PERMIT APPLICATION

Business Owner's Name: _____ d/b/a: _____ Ph # _____

Address of Sign Location: _____ email: _____

Business License Number: _____ Zoning of Property: _____

Building Owner's Name: _____ Ph# _____

Property/Parcel ID# _____

Company installing sign: _____ Ph# _____

Please include the following in your application:

1. A complete list describing each existing sign on the premises, including sign type, copy, sign area, location on premises and date to be installed.
2. Detailed drawing showing the location of the affected lot, buildings and signs showing both existing and proposed signs.
3. A scale drawing of each proposed sign or sign revision, including location, size, height, copy, structural and footing details, material, method of attachment, illumination, front and end views of canopies and any other information required to ensure compliance with appropriate laws.
4. Written consent of the owner of the building, structure, or property where the sign is to be erected.

Each applicant for a sign permit shall, upon request of the enforcement officer, submit any additional information deemed necessary.

After installation of sign, applicant must submit photographs of completed sign placement on premises within 30 days of issuance of permit.

Business Owner Date: _____

Building Official Date: _____

OFC USE	FEES:
	Application Fee: \$50.00
	Sign Fee*: _____
	Total: _____
	*\$2.00 per sf
	Paid: _____