



SIGN PERMIT APPLICATION

Provide two copies of a site plan showing the location, elevation drawings and plans showing the size, shape, construction, and sign copy of the proposed sign. The sign must be constructed in compliance with all state and local building codes and applicable ordinances. Fees are to be paid after sign permit approval but before the erection of any sign requiring a permit. Make checks payable to Treasurer James City County.

SIGN TO BE LOCATED AT:

Tax Map (_____) Parcel (_____)

Address _____

PROPERTY OWNER:

Name: _____

Address: _____

Phone: _____

APPLICANT INFORMATION:

Name: _____

Business: _____

Phone: _____

SIGN CONTRACTOR:

Name: _____

Address: _____

Phone: _____

SIGN INFORMATION: (please check)

Type: Free Standing _____ Building Face _____ Other (specify) _____

Illumination: Internal _____ External _____ None _____

(Note: Internally illuminated signs are not permitted within 150 feet of a community corridor)

Building Frontage: _____ (in feet)

Authorization:

Owner's Signature and Date

Contractor's or Agent Signature and date

For Office Use Only:

Approved _____ Denied _____

Zoning Officer _____

Sign Permit Fee: Size (in Sq. Ft): _____ x \$5.00 = _____

State Levy 1% of Sign Permit Fee _____

Total _____