



APPLICATION FOR SIGN PERMIT
(Execute in Duplicate)

To: Zoning Officer
City Hall
201 S. Michigan Ave.
PO Box 298
Marshall, IL 62441
(217)826-8087

Sign Permit Number: _____
Date Issued: _____
FOR CITY USE ONLY

Date Submitted: _____

INSTRUCTIONS TO APPLICANT. All information required by this application must be completed and submitted. Any application that is incomplete will be rejected. Applicants are encouraged to visit the Zoning Officer at the Zoning Officer's Office for any assistance needed in completing this form.

1. Applicant's Name: _____
Address: _____
Phone Number: _____

1. Business Name: _____
Address: _____
Phone Number: _____

3. Common address of building/premises _____

4. Legal description of property as indicated on deed (Lot, Block, and Subdivision)
Attach metes and bounds description if necessary:

5. Permanent Parcel Number: _____ - _____ - _____ - _____ - _____ - _____

6. Name of person/firm, association or corporation erecting sign: _____

7. Written consent of the owner's of building structure or land on or to which the sign is to be erected

Owner: _____ Date: _____

8. Zoning District _____

9. Size of Sign _____ X _____

10. Estimated Cost of Project: _____

11. Date of Proposed construction: _____

12. Attach a copy of a site plan drawing showing the following:

- a) Location and size of all existing and proposed signs;
- b) Sign Faces;
- c) Proposed Message;
- d) Other information as the Zoning Officer shall deem necessary to show full compliance with the provisions of this article.

Owner/Contractor is responsible for FULLY COMPLETING THE SIGN PERMIT APPLICATION AND DRAWINGS; J.U.L.I.E. Locate Requests; Damage to Right of Way; Sidewalks, etc.

Application is hereby made for a sign permit as required under the City of Marshall Municipal Code. In making this application, the applicant represents all of the above statements and any attached maps and drawings to be a true description of the proposed lot and project. The applicant agrees that the permit applied for, if granted, is issued on the representations made herein and that any permit issued may be revoked without notice on any breach of representation.

It is understood that any permit issued on this application will not grant the right or privilege to erect any sign described for any purpose or in any manner prohibited by the City of Marshall Municipal Code or by any other ordinances, codes or regulations of the City.

It is understood that no sign is considered permanent until after a final inspection and a Certificate of Occupancy issued by the Zoning Enforcing Officer (Building Inspector).

The undersigned Applicant (s) hereby affirms under penalty of perjury that the information provided in this application is true and correct.

Applicant: _____ Applicant: _____

Date

Date

For Office Use Only:

B-4 District/Historic Preservation District Review _____ Yes _____ No

If yes, date submitted to HPD _____.

B-4 District/Historic Preservation District Review Recommendations. (If Applicable)

