

# SIGN PERMIT APPLICATION

## Village of Scandinavia, Wisconsin

I, the undersigned, hereby apply for a permit to erect a sign or signs as herein described, and as shown on the attached sheet, and hereby agree that all work shall be done in accordance with all the laws of the State of Wisconsin and all ordinances of the Village of Scandinavia.

<b>APPLICANT</b>		<b>PROPERTY OWNER</b>		
Name:		Name:		
Address:		Address:		
Phone:		Phone:		
E-Mail:		E-Mail:		
Fax:		Fax:		
Signature:		Signature:		
<b>SIGN LOCATION</b>				
Parcel Number:		Zoning District:		
Estimated Cost:				
Business Name:				
Address:				
<b>INSTALLATION</b>				
Sign Installer:				
Electrician (if applicable):				
Sign Type	Height	Width	Construction Type	Total Square Footage

**PERMIT CHECKLIST**

	Current survey or dimensioned sketch illustrating location of ground or monument signage. The proposed setback of any ground or monument sign shall be at least equivalent to the height of the proposed sign.
	Dimensioned color drawing of all proposed signage.
	All wall sign applications shall include a dimensioned color drawing of the corresponding building elevation and aggregate wall area. This information is required to evaluate whether the proposed sign complies with the applicable signage codes.
	All sign permit(s) shall include location and dimensions of all existing similar type of signage.
	Underwriter’s Laboratory Number (UL Number) to be provided subsequent to approval, but prior to installation.
	Certificate of Liability Insurance specifying Village of Scandinavia as policy holder (required for projecting signage extending over public right-of-way).

**FOR VILLAGE STAFF USE ONLY**

**PERMIT CONDITIONS:**

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**SIGN PERMIT FEE:**

New Sign (\$25)			
QTY	\$		

**APPROVAL**

Date Received:	Staff Name:
Date Approved:	Signature:
Receipt #:	