



Sign Permit Application

Instructions: Please complete the following form and allow two working days for the certification to be prepared. The fee for a sign permit is dependent on the request and must be submitted with your request. Make your check payable to City of Union City. Please be sure to include the following:

- Site plan of property depicting where proposed sign is located, including setback from public right of way and all existing signs on site
Illustration of sign showing height, width, area, height above grade, materials, and lettering

Application is for a sign in: Residential area Non-Residential area

Name of Development/Business:

Applicant Name:

Location Address:

Tax Identification/ Parcel #:

The Sign is intended to be: Permanent Temporary

If Temporary, Erection Date: End Date:

Type of sign (Bolded categories are Non-Residential only):

- Attention Getting Device Banner Billboard
Canopy
Flag Freestanding Light Pole Banners
Marquee Mural Out of Store Marketing Device
Pennant/Streamers Rear Entrance Wall Suspended
Wall Window

Sign Dimension: Height: Width: Area:

Estimated Costs of Sign: \$

Existing Signs (of same type): Not Present Permanent (#) Temporary (#)

Permit Fee: \$ Building Plan Review Fee: \$

Owner Name:

Phone #: FAX #:

Email address: _____
Mailing Address: _____
Business Name: _____
Business Address: _____
Business Phone: _____ Business FAX: _____

Contractor Business Name: _____
Agent Name: _____
Mailing Address: _____
Business Phone: _____ Business FAX: _____
Email address: _____
Business License Number: _____ Issuing Authority: _____

I hereby certify that the site described herein will be constructed and/or used in accordance with all applicable zoning ordinances and laws governing the city of Union City.

Contractor/ Owner signature: _____ Date: _____

FOR OFFICE USE ONLY

Date Submitted: _____ **Accepted by:** _____

Fee Paid: _____ **Permit #: SP-** _____

Comments: _____
