



Where Life is Sweet

# SIGN PERMIT APPLICATION

## City of Hermiston- Building Department

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Office use only	
Application date:	
Approved by:	
Fees:	

### JOB INFORMATION

Installation Address:		Map/Tax lot:
Business name:		
Property owner name:		
Address:	City/State/Zip:	
Valuation wall signs (Required): \$	Valuation freestanding & other signs( required): \$	
Description of work:		

### CONTRACTOR INFORMATION

Sign contractor name:	
Address:	City/State/Zip:
Construction Contractor's board #:	
Phone:	Email:
<b>FOR ELECTRIC SIGNS( additional electrical permit is required)</b>	
Electrician's Name:	

Which of the following best describes the proposed work?

- |   |  |
|---|--|
| <input type="checkbox"/> New Sign   | <input type="checkbox"/> New Awning                            |
| <input type="checkbox"/> Alteration of existing sign                            | <input type="checkbox"/> Addition to existing awning           |
| <input type="checkbox"/> Addition to an existing sign, size increased by _____% | <input type="checkbox"/> Addition of a sign to existing awning |

Type of sign, check all that apply

- |   |  |                                     |
|---|--|-------------------------------------|
| <input type="checkbox"/> Freestanding   | <input type="checkbox"/> Monument                | <input type="checkbox"/> Projecting |
| <input type="checkbox"/> Sign or awning | <input type="checkbox"/> Sign attached to canopy | <input type="checkbox"/> Wall sign  |
| <input type="checkbox"/> Other _____    |  |                                     |

### Proposed sign dimensions

Width of sign face	Height of sign face	Overall sign height	Depth of fascia sign	Total area of sign
Ft.	Ft.	Ft.	In.	Sq ft

[Y] [N]

Do you have permission of the property owner to erect this sign?

**Illuminated?**

**Site plan attached?** If a site plan is required it must show size and location of existing signs, also placement of new sign and setbacks from property lines, right of ways, etc.

\*\* Sign drawings must include

- All details and dimensions of the sign
- Type of material and all dimensions of supports and footings
- Distance of any projection sign over the right of way ( see City Ordinances for allowable)
- If the sign will be attached to a building, show how it will be attached. (Size and number of attachments)
- Type of lighting