



# CITY OF GRAND LEDGE

Established 1893

Zoning Administrator

319 Taylor St.  
Grand Ledge, MI 48837

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## Sign Permit Application

### For Office Use Only

Fee Paid \_\_\_\_\_

Date Received: \_\_\_\_\_

Applicant(s) \_\_\_\_\_

Address \_\_\_\_\_

Daytime Phone \_\_\_\_\_

\_\_\_\_\_

Evening Phone \_\_\_\_\_

Installer(s) \_\_\_\_\_

Address \_\_\_\_\_

Daytime Phone \_\_\_\_\_

\_\_\_\_\_

Evening Phone \_\_\_\_\_

Project Address \_\_\_\_\_

Owner Name(s) \_\_\_\_\_

Address \_\_\_\_\_

Daytime Phone \_\_\_\_\_

\_\_\_\_\_

Evening Phone \_\_\_\_\_

Estimated Date of Installation \_\_\_\_\_

Existing Signs, if any:

Sign #1: Type \_\_\_\_\_ Size \_\_\_\_\_

Sign #2: Type \_\_\_\_\_ Size \_\_\_\_\_

Sign #3: Type \_\_\_\_\_ Size \_\_\_\_\_

Will this sign be illuminated?  Yes  No

Ground Sign Height \_\_\_\_\_

Width \_\_\_\_\_

Face Area \_\_\_\_\_

Setback from Property Line \_\_\_\_\_

Materials: Support \_\_\_\_\_

Frame \_\_\_\_\_

Face \_\_\_\_\_

Wall Sign      Height \_\_\_\_\_  
    Width \_\_\_\_\_  
    Face Area \_\_\_\_\_  
    Setback from Property Line \_\_\_\_\_  
    Materials:      Support \_\_\_\_\_  
    Frame \_\_\_\_\_  
    Face \_\_\_\_\_

Projecting Sign      Height \_\_\_\_\_  
    Width \_\_\_\_\_  
    Face Area \_\_\_\_\_  
    Setback from Property Line \_\_\_\_\_  
    Materials:      Support \_\_\_\_\_  
    Frame \_\_\_\_\_  
    Face \_\_\_\_\_

Temporary Sign      Height \_\_\_\_\_  
    Width \_\_\_\_\_  
    Face Area \_\_\_\_\_  
    Setback from Property Line \_\_\_\_\_  
    Materials:      Support \_\_\_\_\_  
    Frame \_\_\_\_\_  
    Face \_\_\_\_\_

Application must include a drawing, as applicable:

- Drawn to a scale of at least 1"=10'
- Dimensions of the proposed sign
- Building face to which the sign will be attached
- Location of the sign on the building
- Site drawing including lot lines, buildings, roads, easements and other access, and the location of the proposed ground sign

I stipulate and understand the sign permit, if approved by the City of Grand Ledge, does not guarantee I may proceed with installation of the sign. I understand there may be additional permits required to meet trade codes and I understand the City of Grand Ledge does not have any power or authority over these additional permits. I certify the statements made and the information provided in this sign permit application are true, accurate and complete.

\_\_\_\_\_  
 Signature \_\_\_\_\_  
 Date

	Required Reviews		Initials
	Approve Petition	Deny Petition	
<input checked="" type="checkbox"/> Zoning Administrator	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> City Assessor	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/> Building Official	<input type="checkbox"/>	<input type="checkbox"/>	_____