



# SIGN PERMIT APPLICATION

Charter Township of Plymouth  
Building Department  
9955 N. Haggerty Rd

Phone: (734) 354-3210  
Fax: (734) 207-2689

Date \_\_\_\_\_

Sign Valuation \_\_\_\_\_

Permit Fee \_\_\_\_\_

Plan Review Fee \_\_\_\_\_

Bond Amount \_\_\_\_\_

Before any permit is granted for the erection of a sign or outdoor display structure, plans and specifications shall be filed with the Building Department showing the dimensions, materials and required details of construction including loads, stresses, anchorage and the location, height and area of existing signs. The application should be accompanied by the written consent of the homeowner or lessee of the premises upon which the sign is to be erected.\*

Owner of sign \_\_\_\_\_ Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

Erector's name \_\_\_\_\_ Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

Address (location) of sign \_\_\_\_\_ Main cross streets \_\_\_\_\_

Wording of sign: \_\_\_\_\_ /DBA Name \_\_\_\_\_

**Applicant is responsible for listing & supplying drawings/pictures of all existing signage [including window signage - words or symbols three (3) inches or more in height should be considered]:**

**Check type of sign:** Permanent  Temporary

New Sign

Replacement Sign

Wall Sign

Ground Sign

Pole Sign

Marquee Sign

*Site plan required for ground signs*

*Site plan required for pole signs*

Will sign be illuminated?

YES  or NO

If illuminated, list electrical contractor

**Building (check one):** Frame

Masonry

Metal Pole: \_\_\_\_\_ / \_\_\_\_\_  
Material \_\_\_\_\_ Size \_\_\_\_\_

Size of Sign: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Width \_\_\_\_\_ Height \_\_\_\_\_ Total Area \_\_\_\_\_

Height (grade to top of sign): \_\_\_\_\_ Weight: \_\_\_\_\_ lbs. Distance (center of road to leading edge of sign): \_\_\_\_\_

Owner's signature: \_\_\_\_\_ /Applicant's signature: \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

\*ROTATING, ROOF AND FLASHING SIGNS ARE NOT PERMITTED.