

TOWNSHIP OF SPRINGFIELD

SIGN PERMIT APPLICATION

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Application is hereby made for a permit to erect, alter, relocate or maintain an advertising device as described in this application and exhibited on accompanying drawings that form a part hereof. PLEASE PRINT, UNLESS OTHERWISE NOTED, AND CHECK OFF THE APPROPRIATE INFORMATION.

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OFFICE USE

PR# \_\_\_\_\_ Permit# \_\_\_\_\_ Approved \_\_\_\_\_ Date \_\_\_\_\_  
Feel Paid \_\_\_\_\_ Code Officer \_\_\_\_\_ Zoning District \_\_\_\_\_

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PROPERTY ADDRESS

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CONTRACTOR INFORMATION

Name of Sign Contractor: \_\_\_\_\_  
If Contractor is a Corporation, Association, etc., Provide the Agent's Information: \_\_\_\_\_

Address of Sign Contractor: \_\_\_\_\_  
Telephone # of Sign Contractor: \_\_\_\_\_  
If Applicant, Please Sign and Date: \_\_\_\_\_

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OCCUPANT/LESSEE INFORMATION

Name of Property Occupant: \_\_\_\_\_  
If Occupant is a Corporation, Association, etc., Provide the Agent's Information: \_\_\_\_\_

Address of Occupant: \_\_\_\_\_  
Telephone# of Occupant: \_\_\_\_\_  
If Applicant, Please Sign and Date: \_\_\_\_\_

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### SIGN INFORMATION

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Freestanding – Area Sq. Ft. ___  | <input type="checkbox"/> New Installation | <input type="checkbox"/> Panel Replacement |
| <input type="checkbox"/> Ground – Area Sq. Ft. ___        | <input type="checkbox"/> New Installation | <input type="checkbox"/> Panel Replacement |
| <input type="checkbox"/> Parallel/Wall – Area Sq. ft. ___ | <input type="checkbox"/> New Installation | <input type="checkbox"/> Panel Replacement |
| <input type="checkbox"/> Roof – Area Sq. Ft. ___          | <input type="checkbox"/> New Installation | <input type="checkbox"/> Panel Replacement |
| <input type="checkbox"/> Marquee – Area Sq. Ft. ___       | <input type="checkbox"/> New Installation | <input type="checkbox"/> Panel Replacement |
| <input type="checkbox"/> Temporary or Other               | <input type="checkbox"/> New Installation | <input type="checkbox"/> Panel Replacement |

If temporary or other sign, describe type of sign, area of sign, purpose of sign and location of sign: \_\_\_\_\_

\_\_\_\_\_

Area and dimensions of the building facade or wall the sign is to be affixed:

\_\_\_\_\_

### ELECTRICAL INFORMATION

An electrical permit is required for all internally and externally illuminated signs, except for panel replacements. Electrical work is to conform to the 1996 National Electrical Code, Article 600 and all other appropriate Articles. **THE INSTALLER IS RESPONSIBLE TO NOTIFY THE SPRINGFIELD TOWNSHIP ELECTRICAL INSPECTOR FOR AN INSPECTION PRIOR TO CONCEALING THE WIRING, 610-544-1300.**

### APPLICATION CHECK LIST

- Is property address, contractor, occupant and sign information complete.
- Are scaled elevation plans, exhibiting and dimensioning the building elevations and sign locations, accompanying the application.
- Is a scaled site plan exhibiting the location of the sign from property lines and or right-of-ways lines accompanying the application.
- Is a PENNDOT right-of-way plan accompanying the site plan. (MUST BE PROVIDED IF THE SITE ABUTS A STATE ROAD)
- Has an electrical permit been applied for or obtained.
- Is the application signed and dated.