

# Permanent Sign Permit Requirements

1. 2 copies of Sign drawings and locations
2. Sign # (This is the # the planning department gives when sent to the board for approval)
3. Minutes from the meeting, that the sign was approved at
4. Applicants drivers license
5. Electrical application (if applies)
6. Sign contractors license & master
7. Building application

**THE ABOVE MUST ACCOMPANY EACH  
APPLICATION OR WILL NOT BE ACCEPTED FOR  
PERMIT REVIEW**