

SHELBY TOWNSHIP

Township Hall: 204 N. Michigan Ave., Shelby MI 49455 Mailing:
 PO Box 215, Shelby, MI 49455
 Phone: (231) 861-5853 Fax:
 (231) 861-6608

Request Number _____

Filing Fee _____

SIGN PERMIT APPLICATION

- Sign permit applications must be submitted to the Township Hall for Zoning Administrator review.
- Incomplete applications will be returned to the applicant by the Zoning Administrator. Fees must be paid in full before any action can be taken.
- If approved, all other required township, county, state, and federal permits must be secured before construction may commence.

SIGN LOCATION

PROPERTY ADDRESS (Street No. and Name)			
PARCEL IDENTIFICATION NUMBER (Tax I.D. No.)		BUSINESS NAME	
PRESENT ZONING OF PARCEL		PARCEL SIZE	

APPLICANT INFORMATION

NAME			PHONE/CELL # (AREA CODE)
ADDRESS			EMAIL ADDRESS
CITY	STATE	ZIPCODE	FAX
ARE YOU: <input type="checkbox"/> Property Owner <input type="checkbox"/> Owner's Agent <input type="checkbox"/> Contract Purchaser <input type="checkbox"/> Option Holder			

APPLICANT'S REPRESENTATIVE (IF APPLICABLE)

NAME			PHONE/CELL # (AREA CODE)
ADDRESS			EMAIL ADDRESS
CITY	STATE	ZIPCODE	FAX

The facts presented above and on the following page(s) are true and correct to the best of my knowledge.

Signature: _____ Date: _____

Type or Print Your Name Here: _____

Property Owner Approval: As owner I hereby authorize the submittal of this application and agree to abide by any decision made in response to it. I further agree to permit members of the Planning Commission, Township Board, and other authorized Township officials to enter the above-mentioned property.

Owner

Date

SHELBY TOWNSHIP

SIGN APPLICATION

SIGN INFORMATION

TYPE OF SIGN & FEE:

Replacement billboard \$325 Awning \$280 Billboard \$650 Monument \$180 Pole \$320 Home Based Business \$110 Wall \$220

Is the sign illuminated? Yes No If yes, an Electrical permit is required.

Sign Dimensions:	Horizontal (ft)	Vertical (ft)	Area (sq. ft.)
Height (from grade):			
Sign Material:			
Method of Attachment:			
Total Existing Signage for the Business:			

SKETCH PLAN

Please submit the following on a sketch plan drawn to scale (attach additional materials as necessary):

- Location of the sign and other buildings/structures on the site.
- Property dimensions and required setbacks from lot lines.
- Specifications for the sign (area, height, lighting, etc.).
- Sufficient other details to demonstrate that the proposed sign, including structural and electrical components will comply with the provisions of the Zoning Ordinance.

Description of Work: