

# APPLICATION FOR SIGN PERMIT

**BUREAU OF INSPECTION  
BOROUGH OF JEFFERSON HILLS  
925 OLD CLAIRTON ROAD  
JEFFERSON HILLS, PA 15025**

PERMIT NO. \_\_\_\_\_

ZONING: \_\_\_\_\_

*I(We) hereby make application for a sign permit submitting herewith a set of drawings of the proposed sign(s). If sign(s) are to be erected in any open yard area, a copy of certified plot plan survey of premises showing the location of proposed sign(s) are also submitted:*

Lot & Block No. \_\_\_\_\_ Plan Name \_\_\_\_\_

Property No. \_\_\_\_\_ Street \_\_\_\_\_

Zoning Classification (check one): Residential  Commercial  Local  Other

(NOTE: Premises located in local service or any commercial districts shall include the following information on the sign: identification of the owner of the enterprise conducting the business engaged in upon the premises, or products or services sold or any combination thereof.)

Applicant \_\_\_\_\_ Phone No. \_\_\_\_\_

Address of Applicant \_\_\_\_\_ Zip Code \_\_\_\_\_

Interest in Premises: Owner  Lessee  Agent  Other  -

Property Owner(s) \_\_\_\_\_ Phone No. \_\_\_\_\_

Address of Owner \_\_\_\_\_ Zip Code \_\_\_\_\_

Lessee(s) \_\_\_\_\_ Phone No. \_\_\_\_\_

Address of Lessee \_\_\_\_\_ Zip Code \_\_\_\_\_

Contractor \_\_\_\_\_ Phone No. \_\_\_\_\_

Address of Contractor \_\_\_\_\_ Zip Code \_\_\_\_\_

Name of Business or Enterprise \_\_\_\_\_ Phone No. \_\_\_\_\_

Address of Business \_\_\_\_\_ Zip Code \_\_\_\_\_

Name of Worker's Compensation Carrier: \_\_\_\_\_ Policy No. \_\_\_\_\_

Employer I.D. No. \_\_\_\_\_ Certificate of Insurance is Attached Yes  No

Number of Signs to be Erected: \_\_\_\_\_

Type of Sign(s) to be Erected: Identification  Real Estate  Nameplate   
Bulletin  Land Sale  Other  \_\_\_\_\_

Estimated Cost \$ \_\_\_\_\_ West Jefferson Hills School District Tax No.: \_\_\_\_\_

PERMIT IS VALID FOR SIX (6) MONTHS

# SIGN SPECIFICATIONS

LOCATION: Building \_\_\_\_\_ Front Wall \_\_\_\_\_ Side Wall \_\_\_\_\_  
Yard Area \_\_\_\_\_ Front Yard \_\_\_\_\_ Side Yard \_\_\_\_\_

If attached to or on a front or side wall, how far will face of sign project from wall? \_\_\_\_\_ inches

How high will lowest portion of sign be above the basic grade? \_\_\_\_\_ feet

Will sign abut or overhang any public sidewalk space? YES  NO

If "yes", what will be the height of the lowest portion above the sidewalk grade? \_\_\_\_\_ inches

If "yes", what is the distance of the sign from the face of curb? \_\_\_\_\_

## DESIGN: (All information on scaled drawings)

Proposed color(s) of general sign background \_\_\_\_\_

Proposed scale of general sign \_\_\_\_\_

Proposed type of lettering style \_\_\_\_\_ What scale? \_\_\_\_\_

Individual letters only? YES  NO

If "yes", what material? \_\_\_\_\_ what colors? \_\_\_\_\_

what scale? \_\_\_\_\_

*I(We) hereby certify that the above statements and attached plans and specifications are true and correct to the best of my knowledge and belief, submitting herewith one copy of the drawing of the sign with proposed wording and construction specifications showing size and location on building or lot, location on building or lot, location with respect to adjoining property, and use of the adjoining property to accompany each application..*

\_\_\_\_\_  
Date of Application

\_\_\_\_\_  
Signature of Applicant

*I hereby certify that I have granted permission for the erection or installation of the above sign(s) on the above premises, or which I am the(an) owner.*

\_\_\_\_\_  
Signature of Property Owner

**Space below this line to be filled in by the Building Inspector for approval**

Plans and specifications and plot plan for the above application have been examined and I hereby certify that they comply in every particular with Ordinances of Borough of Jefferson Hills, Pennsylvania, and approve the issuing of a Building Permit for same, after paying a fee of:

\$ \_\_\_\_\_

\_\_\_\_\_  
Date Approved

\_\_\_\_\_  
Building Inspector's Signature