

# Westtown Township

PO Box 79  
Westtown, PA 19395



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## Sign Permit Application

Township Use Only	
Parcel No.: _____	Zoning District: _____
Permit No.: _____	Permit Fee: _____

Applicant & Contractor Information	Applicant:    ___ Owner    ___ Contractor    ___ Architect/Engineer
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Property Owner \_\_\_\_\_ Email \_\_\_\_\_

Property Address \_\_\_\_\_ Phone \_\_\_\_\_

City \_\_\_\_\_, \_\_\_\_\_ Zip \_\_\_\_\_

Mailing Address (if different) \_\_\_\_\_

Contractor \_\_\_\_\_ Phone \_\_\_\_\_

Contact \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_, \_\_\_\_\_ Zip \_\_\_\_\_

### General Instructions:

1. All non-residential projects and/ or illuminated signs must also apply for a Building Permit. Non-residential plans must be signed/sealed by a registered design professional.
2. A plot plan must be attached as part of this application that illustrates the location of the proposed sign in relation to all structures and property boundary lines. *The identification of property boundary lines and/or utility or access easements is the responsibility of the property owner.*

**Description of Work:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Cost of Construction	\$ _____ (total project cost of labor and materials)
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**Township Review Notes:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I hereby acknowledge that I have read and understand this application and state that the above is accurate and correct to the best of my knowledge and belief. I agree to comply with all the provisions of the current ICC/IRC Code for one and two family dwellings, the PA UCC, and all other codes and ordinances of Westtown Township. The applicant/owner is responsible for all fees associated with this application.

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

Date \_\_\_\_\_

Print Name \_\_\_\_\_

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

Date \_\_\_\_\_

**Sign Information** - Please fill out a copy of this form for each proposed sign.

1. Location of sign: \_\_\_\_\_

2. Nearest Intersection: \_\_\_\_\_

3. Type of business: \_\_\_\_\_ No. of existing signs: \_\_\_\_\_

4. Type of sign installation (Check all that apply)

Ground  Wall  Projecting  Window  Directory  Temporary  Repair/Replacement

5. Is the sign illuminated?  No  Yes (If yes, applicant must submit a building permit application and electrical drawings)

If Yes, provide the wattage per square foot: \_\_\_\_\_

Source of illumination: \_\_\_\_\_

6. Indicate the following and please provide two copies of a scaled drawing, photo rendering, or other visual aid to demonstrate the following dimensions of the sign:

Sign Face Dimensions: L: \_\_\_\_\_ in W: \_\_\_\_\_ in H: \_\_\_\_\_ in Area of sign face : \_\_\_\_\_

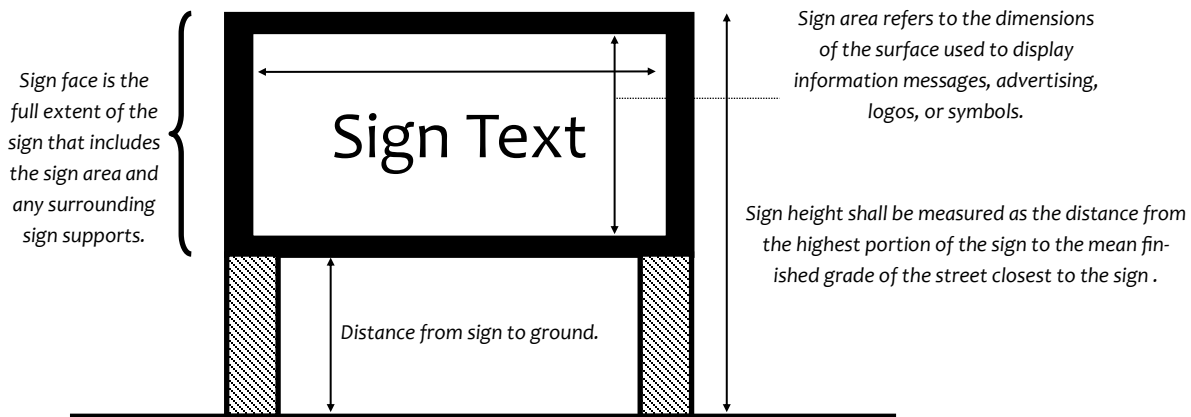
Sign Area Dimensions: L: \_\_\_\_\_ in W: \_\_\_\_\_ in H: \_\_\_\_\_ in Area of sign area: \_\_\_\_\_

Total Height: \_\_\_\_\_ Dist. from sign to ground: \_\_\_\_\_

Sign Material: \_\_\_\_\_ Post Material: \_\_\_\_\_

Anchoring Material: \_\_\_\_\_ Projection from wall: \_\_\_\_\_

How to measure sign area:



7. Attach a scaled drawing showing the location of the sign on the property, property boundary and right-of-way lines, building footprints and setback measurements to property lines, façade area of buildings facing the street, and street names of adjoining streets and/or intersections. Include setback measurements of all ground-mounted signs to rights-of-way and placement of building-mounted signs .

8. Please provide any additional information:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_