CITY OF WINDER SIGN PERMIT APPLICATION REQUEST

Applicant's Name:_____ **Property Owner's Name:**_____
Address:_____ **Address**:_____
_____ _____
Phone #:_____ **Phone #:**_____

Sign Type: ☐ Freestanding ☐ Wall ☐ Roof ☐ Canopy ☐ Other(Attach type)

Sign Valuation:_$_____ **Street Address of Sign Location**:_____

Survey Attached Showing Following:
☐ Street Address of Property where Sign Is to be Located ☐ Distance of Sign from Property Line
☐ Proposed Locations of Sign on Property ☐ All Existing Structures on Property

Square Footage of Sign:_____ **Aggregate Square Foot Area (of sign with more than one face)**:_____

Written Consent from Property Owner Attached (REQUIRED): ☐ Yes ☐ No
(Permission must include sign placement, maintenance, size, and height, all showing property owner approval).

Two Sets of Building Elevations (for wall sign) Attached (REQUIRED): ☐ Yes ☐ No

Name of Sign Contractor:_____
Address of Sign Contractor:_____
City, State, Zip:_____
Business Phone #:_____ **Cell Phone #:**_____
Business License Number and City/County:_____

Copy of Sign Contractor's Business License Attached (REQUIRED): ☐ Yes ☐ No

NOTE: An electrical permit must be purchased by a State Certified Electrician for all signs requiring electrical approval.

Sign Details: ☐ Proposed Color Scheme
☐ Scaled Elevation of size and height of proposed sign from ground level and adjacent street level.
☐ Footing Design detail on all freestanding signs prepared and stamped by a registered engineer.

Zoning of Property: ☐ **B-1** - Neighborhood Commercial ☐ **B-2** - General Commercial ☐ **P** - Professional
☐ **I** – Industrial ☐ **E** – Exhibition

I hereby make application for permit as above, and if it is granted, I agree to conform to all City of Winder zoning regulations and sign code ordinances according to plans and specifications submitted. Any change in use may be in violation of zoning regulations and will void the permit. Any sign permit shall automatically expire three (3) months from the date of issuance. Any person, firm, or corporation violating any provision of this ordinance shall be guilty upon conviction of a misdemeanor and shall be punished for each offense according to law. Each offense shall constitute a separate offense for each day the violation shall continue. I agree to indemnify and save the city harmless of all damages, demands or expenses of every character which may in any manner be caused by the sign or sign structure. Application is hereby made according to the requirements of the zoning regulations of the City of Winder.

The City of Winder has adopted a Historic Preservation District in which any new construction, demolition, or exterior renovations or alterations of existing property, including signs, has to be approved by the Winder Historic Preservation Commission.

Is this property in the City's Historic District? ☐ Yes ☐ No

If the answer is yes, then your plans must be approved by the Winder Historic Preservation Commission. Please fill out the "Application for Certificate of Appropriateness" and return to the City Hall Annex.

I hereby certify that I have read and examined this application and know the same to be true and correct.

_____ _____
Applicant Signature Date Received By Date

For City of Winder Internal Use Only:

☐ **Approved** **Date**:_____ ☐ **Denied** **Date:**_____

☐ **Written Notification** (copy attached):_____ ☐ **Written Notification** (copy attached):_____
Date Date

March 2013