

# SIGN PERMIT APPLICATION

CITY OF MONROE  
120 EAST FIRST STREET  
MONROE, MI 48161  
(734) 243-0700  
FAX: (734) 384-9108

PLEASE COMPLETE BOTH SIDES.

**PROJECT ADDRESS:**

**Historical District**     yes     no

*\*Separate permit is required for all electrical work.*

<b>A. OWNER OR LESSEE</b>	NAME		
	ADDRESS		
	CITY	STATE	ZIP
	PHONE		
	FAX		
<b>B. ARCHITECT OR ENGINEER</b>	NAME		
	ADDRESS		
	CITY	STATE	ZIP
	PHONE		
	FAX		
<b>C. CONTRACTOR</b>	NAME		
	ADDRESS		
	CITY	STATE	ZIP
	PHONE		
	FAX		

**Check Box if on File with the Development Services Department**

Authorization Letter                       Liability Insurance                       Sign Contractor Electrical License

**SIGN ZONING DISTRICT**     A     B     C     D     E     F

**SIGN TYPE**

Wall     Ground     Projecting     Pole  
 Awning/Canopies/Marquee                       Post     Sandwich Board     Billboard  
 Roof Sign     Construction Sign     Home Occupation  
 Other \_\_\_\_\_

Check Provided Information.

Method of Attachment to Building or in the Ground.  
 Dead and Wind Load Calculations  
 Seal of Registered Architect or Engineer  
 Two Sets of Documents. **(REQUIRED)**  
 Calculation of Sign Area: \_\_\_\_\_  
 Above Grade  
 Setbacks Shown  
Illumination     Yes     No

**Provide Method of Construction and Attachment to the Building or in the Ground.**

I HEREBY CERTIFY THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER OF RECORD AND THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION AS HIS AUTHORIZED AGENT, AND WE AGREE TO CONFORM TO ALL APPLICABLE LAWS OF THE CITY OF MONROE AND THE STATE OF MICHIGAN. ALL INFORMATION ON THIS APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE.

**SECTION 23A OF THE STATE CONSTRUCTION CODE ACT OF 1972, ACT NO. 230 OF THE PUBLIC ACTS OF 1972, BEING SECTION 125.1523A OF THE MICHIGAN COMPLIED LAWS, PROHIBITS A PERSON FROM CONSPIRING TO CIRCUMVENT THE LICENSING REQUIREMENTS OF THIS STATE RELATING TO PERSONS WHO ARE TO PERFORM WORK ON A RESIDENTIAL BUILDING OR A RESIDENTIAL STRUCTURE. VIOLATORS OF SECTION 23A ARE SUBJECT TO CIVIL FINES.**

ESTIMATED COST (LABOR & MATERIAL) \$ \_\_\_\_\_

SIGNATURE OF APPLICANT \_\_\_\_\_ DATE \_\_\_\_\_

PRINTED NAME OF APPLICANT \_\_\_\_\_

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**BRIEF DESCRIPTION OF PROJECT:** \_\_\_\_\_

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**FOR OFFICE USE ONLY:** \_\_\_\_\_

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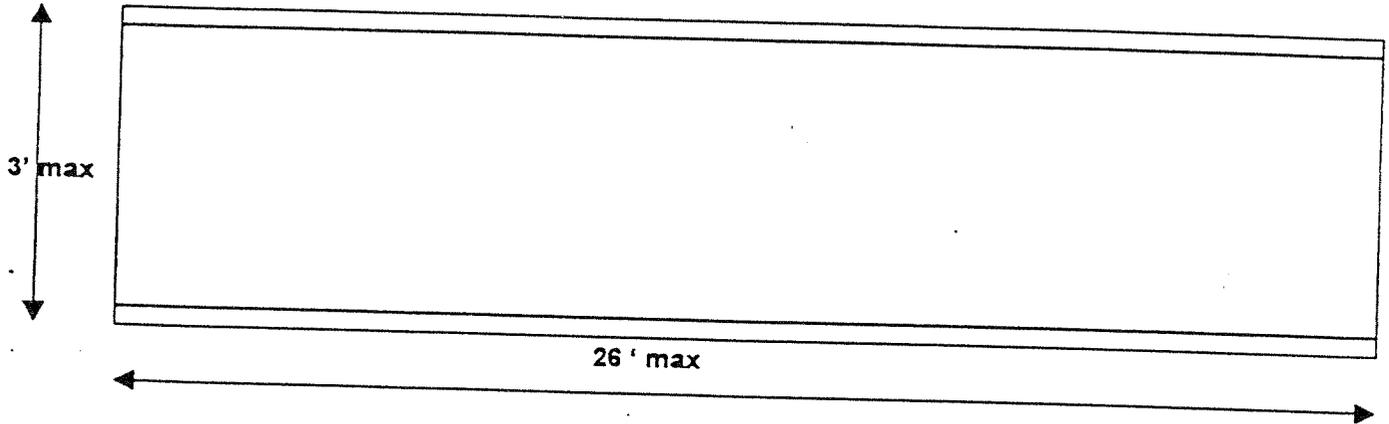
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**Attachment D**

**CITY OF MONROE  
OVERHEAD BANNER SPECIFICATIONS**



Banners shall have a top and bottom hem with grommets spaced not more than 5' on center. Grommets shall have a minimum 1/2" ID hole.

All unlettered areas shall be of a netting type material.

Corners of banners shall be reinforced.

Banners must be lettered on **both** sides for placement on Monroe St.

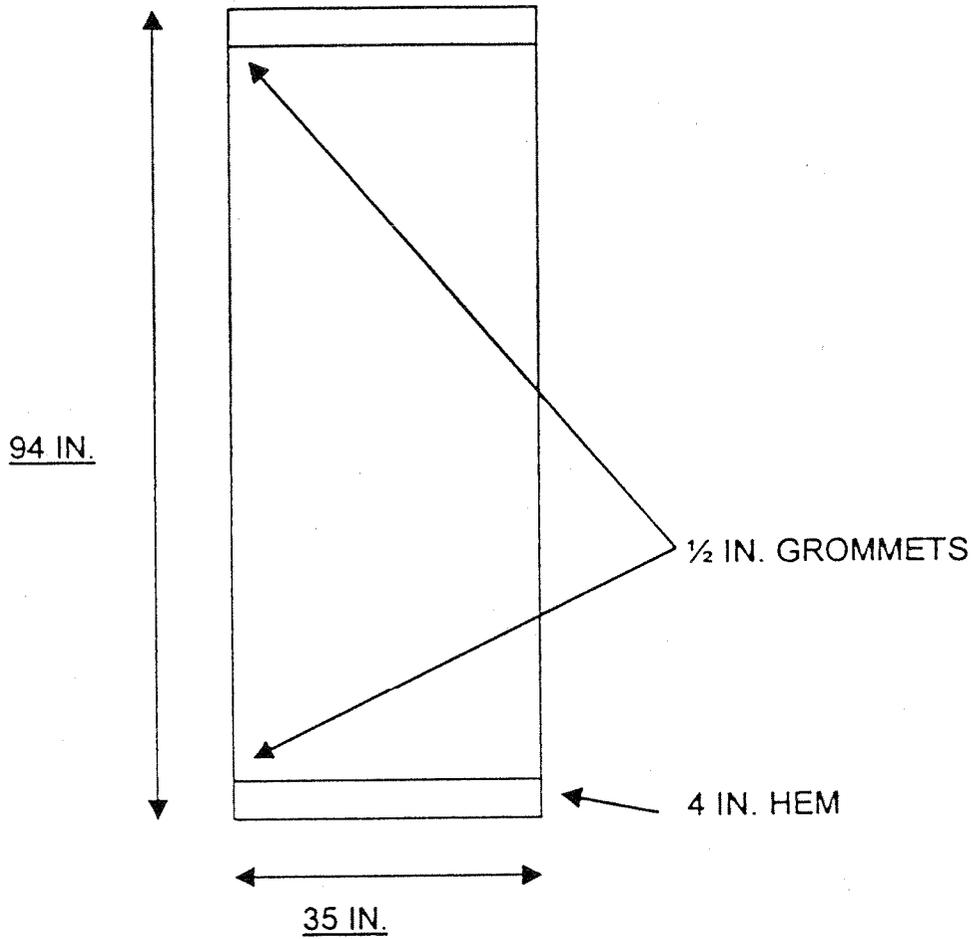
Banners shall be delivered to 222 Jones Ave. three (3) business days prior to scheduled installation date.

Banners must be picked up within one (1) week of being taken down.

Attachment C

CITY OF MONROE

RECTANGULAR VERTICAL POLE BANNERS SPECIFICATIONS



Trapezoid Vertical Pole Banner

