

City of Beaverton

Sign Permit Application

Applicant Name _____ Phone No. _____

Applicant Address _____

Address of property where sign will be located _____

Property Owner's Name _____ Property Owner's Signature _____

Name of Business which sign will identify _____

Location of Sign: On Building ☐ Free Standing ☐

Type of Sign: Wall ☐ Canopy ☐ Projecting ☐ Free Standing ☐ Sandwich Board ☐

Dimensions of Sign _____ Total square feet _____ Total height _____

The following must be attached for all signs:

1. A scale drawing (2" = 1') showing:
 - a. Dimensions of sign
 - b. Information to be on sign
 - c. Total number of Existing Signs, including sizes and locations.
 - d. Pictures and/or other graphics, if available.
 - e. If a Free-Standing sign, include sign dimensions and construction material description.
2. For signs attached to a building, provide a drawing showing the building, location of windows, doorways & location on building where sign is to be erected.
3. For free standing signs, attach a lot plan drawing showing size of lot, location of building(s) on property, location of driveways, sidewalks, roadways, and proposed location of sign.
4. If the sign is to be illuminated, please describe the type of lighting.

I agree that the above statement and attachments are true on all particulars to the best of my knowledge and belief. I agree to comply with all City Ordinances, building and electrical codes for the installment of all signage.

Application fee \$100.00 PAID ☐ NOT PAID ☐

Applicant Signature _____

FOR OFFICE USE ONLY

City Staff Action

Date: _____ Approved: ☐ Denied: ☐

Variance Request Planning Commission Action

Date: _____ Approved: ☐ Denied: ☐

Permit No. _____