



**2024 SIGN PERMIT APPLICATION**

(Sec. 22-230A through Sec.22-233)

**I. Type of sign:**(Please check one)

**Freestanding Signs** (Pole Sign\_\_\_\_,Landscape Wall Sign\_\_\_\_,Monument Sign\_\_\_\_, Yard Sign\_\_\_\_\_.

**Building Signs** (Awning Sign \_\_\_\_\_, Canopy Sign \_\_\_\_\_ Marquee Sign\_\_\_\_, Projecting Sign \_\_\_\_\_, Suspended Sign \_\_\_\_\_, Wall Sign\_\_\_\_\_)

**Banners** \_\_\_\_\_10 days or \_\_\_\_\_30 days

**Feather Flags** -7 consecutive days beginning\_\_\_\_\_, # of Flags to be displayed\_\_\_\_\_

**Applicant Information:**

Property Address: \_\_\_\_\_

Tax Parcel ID: \_\_\_\_\_ Urban Center Area **Yes/ No**

Owner Name: \_\_\_\_\_ Phone # \_\_\_\_\_

Email Address: \_\_\_\_\_

Tenant Name: \_\_\_\_\_ Phone # \_\_\_\_\_

Email Address: \_\_\_\_\_

Contractor’s Name: \_\_\_\_\_ Phone # \_\_\_\_\_

Contractor’s License #: \_\_\_\_\_

Email Address: \_\_\_\_\_

**II. Checklist items for review:**

(Section 22-314 c)

1. Requirements for Freestanding Signs:

- a. One (1) accurate drawing to scale of the site showing the proposed location of the sign, and location and size of all other freestanding signs on the site
  - b. Site distance diagram. (see attached)
  - c. One (1) accurate drawing to scale of the plans, specifications and method of construction and installation. The drawing shall specifically include the size of the sign area, overall height and width of the sign, and any protective devices or landscaping around the base of the sign. Engineered structural drawings are required for all signs, the sign face of which exceeds 32 square feet or the height of which exceeds six (6) feet.
2. Requirements for Building Signs.
- a. One (1) accurate drawing to scale of building façade showing the proposed location of the sign with the width of the façade to which the sign is being attached.
  - b. One (1) accurate drawing to scale of the plans, specifications and method of construction and installation. The drawing shall specifically include the size of the sign area, letter height, and depth of the sign.
- 3. Written consent from the owner of the lot to which or upon which the sign is to be erected.
  - 4. Comprehensive photographs of the proposed site and/or building façade.
  - 5. Such other information as the City shall require to show full compliance with this and other ordinances of the City.

**\*The City of Thomasville may ask for additional information to ensure full compliance with the sign ordinance and other ordinances of the City.**

\_\_\_\_\_  
Applicant signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Received by

\_\_\_\_\_  
Date