



Permit # S _____

Village of Birch Run
12060 Heath Street, P.O. Box 371, Birch Run, MI. 48415
PHONE (989) 624-5711 FAX (989) 624-9681
e-mail:msetzer@villageofbirchrun.com

SIGN PERMIT APPLICATION

Date of Application _____

I. Applicant Information:

Name:		
Address:		
Phone #:	Fax #:	E-mail:

II. Contractor Information:

Name:		
Address:		
Phone #:	Fax #:	E-mail:

III. Property Owner:

Name:		
Address:		
Phone #:	Fax #:	E-mail:

IV. Business Information:

Name:	
Address:	
Parcel ID #:	Sign Area Classification:

V. Type of Sign: \checkmark if Applicable

1. Pole Sign <input type="checkbox"/>	2. Wall Sign <input type="checkbox"/>	3. Ground Mounted <input type="checkbox"/>	4. Marquee/ Canopy <input type="checkbox"/>	5. Joint Identity <input type="checkbox"/>
6. Portable <input type="checkbox"/>	7. Special Purpose <input type="checkbox"/>	8. Monument <input type="checkbox"/>	9. Banner (\$25.00 per week-45 sq ft) <input type="checkbox"/>	10. BONUS <input type="checkbox"/>

VI. Temporary Sign:

Non-Residential Areas	Size _____ X _____ = _____ Dates to be Displayed _____
Residential Areas (Commercial Uses Only)	Size _____ X _____ = _____ Dates to be Displayed _____

VI. Applicant, please provide the checked attachments:
Applicable

Building Department \checkmark if

- a. Stress Sheets w/ Wind Load Calculations
- b. Sealed Documents
- c. Two (2) copies of a Site Plan / Location
- d. Three (3) sets of sign drawings w/ dimensions
- e. Cost of Construction _____
- f. Premium Outlet developments attach approved sign zone schematics.

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/her authorized agent, and agree to conform to all applicable regulations of Ordinance # 03-04 and any amendments thereto. All information submitted on this application is accurate to the best of my knowledge.

SIGNATURE OF APPLICANT _____ DATE _____

PRINTED NAME OF APPLICANT _____

Office Use Only

Permit Fee \$ _____ Approved Denied Building Official _____

Date _____