

TOWNSHIP OF JACKSON

140 Magill Road
Zelienople, PA 16063
Office: 724-452-5581 • Fax: 724-452-5584

SIGN PERMIT APPLICATION

Applicant Name: _____

Address: _____ **Telephone:** _____

Business Name: _____

Property Location: _____

Tax Parcel No.: _____ **Zoning District:** _____

Property Owner's Name: _____

Address: _____ **Telephone:** _____

Sign Company's Name: _____

Address: _____ **Telephone:** _____

Type of Improvement: (Circle One) Repair/Replace New Construction Addition Alteration Other: _____

Type of Sign: (Circle One) Freestanding Monument Wall Billboard Temporary Other: _____

Type of Materials: (Circle All that Apply) Masonry Wood Frame Structural Steel Reinforced Concrete Vinyl Metal
Other: _____

Type of Illumination: (Circle One) Internal External None

Size of Proposed Sign:

Length _____ Width _____ Height _____ Total Sq. Ft _____ Height from Grade _____

Lineal Width of the Building or Part of the Building being occupied by the business: _____

Distance of Proposed Structure from Property Lines:

Front Yard: _____ Rear Yard: _____ Left Side: _____ Right Side: _____

Exact Wording of Sign Copy: _____

Estimated Cost of Construction of Proposed Sign: _____

Existing Signage on Subject Property: Describe and submit photos (attach additional pages if necessary)

NOTES:

An incomplete Application will be returned to applicant. An Application will be considered incomplete unless or until the appropriate application fee and deposit are paid in full and all information and documentation required by the Zoning Ordinance and Township is submitted to the Township.

Any and all documents or drawings submitted for review must be scaled and contain reasonably accurate dimensions, *no free-hand drawings will be accepted.*

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The Applicant/Owner hereby certifies that the statements made herein and the representations contained in all accompanying drawings, documents and/or materials made part of this application are true and correct. The Applicant/Owner is responsible for reviewing and fully understanding all permit conditions and requirements and insuring compliance with all applicable Federal, State, County and Township laws and regulations.

As the Applicant, I hereby certify that the proposed work is authorized by the property owner of record and I have been authorized by the property owner to make this application as his authorized agent.

Applicant Signature _____ Date: _____

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OFFICIAL USE ONLY

Date Application Filed: _____ Filed With: _____

Amount of Fee/Deposit Paid: _____ Date Fee Paid: _____

Township Permit #: _____

Zoning Officer Approval: _____ Date: _____

Reason for Denial:

Zoning Officer Denial: _____ Date: _____

Jackson Township
140 Magill Rd.
Zelienople, PA 16063
724-452-5581

Sign Application Submittal Requirements

Drawings and Documentation:

The applicant must provide the following documents with this application, in addition to any other information required by the Zoning Ordinance or the Township:

_____ **Application:** One (1) complete copy of this Application.

_____ **Property Interest/Consent of Owner:** A copy of the deed, lease, sales agreement or other contract proving interest in property with the filing of this Application. If the applicant is other than the owner of the subject property, then signed consent of the property owner must accompany this application.

_____ **Drawings of Proposed Sign:** One (1) set of scaled drawings of the proposed sign, indicating all dimensions, equipment/material descriptions, the specific lettering, symbols and graphics to be located on the sign face, and any other information requested by the Code Enforcement Officer. If the proposed sign is to be attached to a building, then the Applicant shall include a scaled drawing of the location of the sign on the subject building, including all dimensions.

_____ **Location Map:** One (1) copy of a scaled site plan showing the location of the sign on the subject property, all buildings and structures on the subject property, and the distance of the sign from all property lines, buildings and structures.

_____ **Engineer's Design:** Where necessary to properly consider the application, applicant to provide an engineer's design of the proposed sign.

_____ **Application Fee:** Full payment of the application fee and any deposit required by the Township

Reference: Jackson Township Code of Ordinances, Ch. 27 Part 16. SIGNS §27-1601 thru §27-1611