CITY OF GROVETOWN

103 Old Wrightsboro Road
P. O. Box 120
GROVETOWN, GEORGIA 30813

SIGN PERMIT APPLICATION

★ ★ ★
★ Certified ★
★ City of ★
★ Ethics ★

Applicant Information		
Applicant Name:		
Address:		
City:	State:	Zip Code:
Phone:	Email:	

Location Information	
Business Name:	
Sign Location Address:	
Installer/Contractor:	

Fees
An application fee of 40 dollars and an inspection fee of 45 dollars is required.
An additional fee of 45 dollars is required for the inspection of electrical signs.

Sign Information	
Total Square Footage (All Proposed Signs):	Sign Value: $
Total Number of Proposed Signs (**Use Separate Page 2 for Each Sign**):	
Total Square Footage for all Other (Exempt) Window, Wall, Incidental or Bldg Signs:	
Does this location have existing signage: YES_____ NO_____	

The following items must be provided for each sign:

*Scaled plans/ drawings and details of existing (drawings and details showing how modifications will be performed)
or proposed signs (include dimensions, mounting/installation details, etc.);

Note: Construction materials, finishes, treatments required);

*Scaled building elevation dimensions with dimensions and placement for each wall sign for the portion occupied
by the business;

*Scaled sketch or survey with details on locations of ground signs with distances from property lines;

*Mounting and installation plans and specifications listed above must meet ICC and wind load requirements; footing details
required for freestanding signs.

*If signage exists on the property, include description/ sketches of all existing signage and placement, as necessary;
Please complete a separate "Page 2" for each sign, as necessary.

APPLICANT SIGNATURE: I hearby certify that I have the legal right to represent the property owner
in submittal of this application, there are no existing signs except those indicated on this application or that
any sign(s) required for removal will be removed before any new sign(s) are installed. I hereby certify that
all information provided herein is true and correct and I acknowledge compliance with all requirements.

Applicant Signature:_____   Date:_____

Business Owner Or Owner's Representative

Applicant Name (Printed):_____

Sign Information

Business Name:

Address (Sign Location):

Installer (If Different from Page 1):

New Construction: ☐　　　　　　　　Face Replacement*: ☐

*Please indicate in attached details which sign this will replace
#Drawings to scale with all dimensions must be provided
(sufficient detail must be provided to exactly replicate sign)

Sign Type/ Freestanding Signs

☐ Monument　　　☐ Ped-Scale Pole　　　　☐ Multi-Tenant Monument

Sign Type/ Building Mounted Signs

☐ Awning　　　☐ Wall　　　　　　☐ Projecting

☐ Projecting Marquee　　　☐ Canopy Mounted　　　☐ Window

Freestanding Signs

Sign #:		Sign Height:	Feet	Inches
Setback:	Feet　　Inches	Sign Dimensions 1:	Length	Width
Sign Square Feet Per Side:		Total Sign Square Feet:		

Wall Signs

If Sign or Support will be Mounted to Wall Please Complete the Following

Sign Construction Materials:

BLDG Dimensions 1:	(W) X	(H)	(Circle):	Front	Side 1 Side 2　Rear
Sign Dimensions (Display Area) 1:		(L) X			(W)
Height to Top of Sign (Highest Point of Sign Structure):				Feet	Inches

Illumination Signs

Will this sign be illuminated:　☐ Yes　　☐ No

Attach supporting plans/ details behind this page
(Applicant may provide some or all details above on plans or details)
Use a Separate form for each sign, as necessary

PLANS REVIEWED

☐ APPROVED　　☐ REJECTED

DATE: _____　BY: _____