

COUNTY OF KANE

DEVELOPMENT DEPARTMENT
Building and Community Services Division
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SIGN PERMIT INFORMATION FORM

Project / Business Name: _____

Applicant Name: _____ Phone number: _____

Please complete the following information:

Number of new signs:

Freestanding

Mounted on building

Single faced: _____

Single faced: _____

Double faced: _____

Double faced: _____

TOTAL NUMBER OF NEW SIGNS: _____ TOTAL S.F. AREA OF ALL SIGNS: _____

_____ Check if in any of the following: Mill Creek, Fox Mill Square, Campton Crossings

Check one of the following:

- A. _____ The application is for a new sign(s) to replace an existing sign(s) for the same business or use.
- B. _____ The application is for a new sign(s) for an existing business or use.
- C. _____ The application is for a new sign(s) for a new business or use
- D. _____ The application is for a new sign(s) to replace an existing sign(s) for a new business or use.

If A. or B. is checked, the following submittals are required:

- Three site plans indicating location and setbacks of all proposed and existing signs. This includes signs on the sides of buildings.
- Two copies of sign elevations with exact wording and dimensions of letters, indicate if sign(s) are single or double faced. Dimensions are to include height and overall size. Indicate type of lighting (internal or external), if any.

If C. or D. is checked, the above submittals are required along with completing the following information:

Previous use of the property or space: _____

Proposed new use: _____

Number of parking spaces provided: Regular: _____ Handicapped Accessible: _____

Note: A change of use of a building may require changes to the building and a Building Permit