Village of Pleak

6621 FM 2218 South
Richmond, TX 77469
(281) 239-8504

SIGN PERMIT APPLICATION

Type: _____ Monument
_____ Building
_____ Temporary

Date _____

Sign Application Fee _____ **$75.00** Due upon Application

Builder/Contractor: _____ Contractors City Registration #: _____

Address: _____ Phone: _____

Business Name: _____ Owner: _____

Address: _____ Phone: _____

Location of Sign: _____

Dimensions: Height _____ Length _____ Message area _____ Building Facade area _____

Electrical: Yes _____ No _____

** TOTAL PERMIT FEES DUE AT TIME OF PERMIT ISSUANCE
** IF ELECTRICAL, ELECTRIC IAN REGISTRATION & ELECTRICAL PERMIT MUST BE OBTAINED.

REQUIREMENTS:
This application must be accompanied by detailed drawings of all signs to be installed illustrating:

_____ Dimensions (Sign height and length; Message area; Building Façade area)
_____ Materials for sign and description of materials to erect sign
_____ Color Rendition
_____ Installation method (Depth of foundation) (Bolting & Anchors)
_____ Location (Site map with exact location of sign noted and dimensions and location of all existing signs on the tract)
_____ Electrical wiring methods and materials to be used
_____ Wind Load Calculations (If applicable – sign area greater than 3'x5')

** Temporary signs shall be no larger than 8' by 8'. (**ALL REQUIRED DOCUMENTS MUST BE TURNED IN WITH APPLICATION TO BE CONSIDERED).**

I HEREBY CERTIFY THAT THERE ARE NO NON-CONFORMING EXISTING SIGNS LOCATED ON SAID PROPERTY.

I HEREBY ACCEPT ALL THE ABOVE CONDITIONS AND CERTIFY THAT ALL STATEMENTS HEREING RECORDED BY:

_____, _____
CONTRACTOR / BUILDER DATE

BUILDING INSPECTOR REVIEW

_____ Approved

_____ Returned for additional data _____
Date

CITY COUNCIL REVIEW

_____ Approved

_____ Returned for additional data _____
Date