

**\$25.00 Fee/\$50.00 Fee**

**Paid Date:** \_\_\_\_\_

**Map No.:** \_\_\_\_\_

**Office Use Only:**

**Permit Number:** \_\_\_\_\_



## Planning and Zoning Commission Sign Permit

1. Information

- Name of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_
- Applicant Address: \_\_\_\_\_ City: \_\_\_\_\_  
State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone: \_\_\_\_\_  
Email: \_\_\_\_\_
- Location of Property: \_\_\_\_\_

2. Number and type of Sign:

- Regular Sign: \_\_\_\_\_ Number: \_\_\_\_\_ Size: \_\_\_\_\_
- Billboard: \_\_\_\_\_ Number: \_\_\_\_\_ Size: \_\_\_\_\_
- Total Amount Due: \_\_\_\_\_

Note: The cost per sign is \$25.00 for regular signs and \$50.00 per billboard per Ordinance 2014-02 Subsection 3.0245. All rules and regulations per ordinance must be followed. A copy of the ordinance can be requested from Morgantown City Hall.

3. Approval

The above information is, to the best of my knowledge, true and accurate. It is understood and agreed that any error, misstatement or misrepresentation of fact, either with or without intention on my part, might, if known, cause a refusal of this application, or any alteration or change in plans made without the approval of the Zoning Administrator subsequent to the issuance of the sign permit, shall constitute sufficient grounds for the revocation of such permit.

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Zoning Administrator:** \_\_\_\_\_ **Date:** \_\_\_\_\_

4. Inspection

After installation is complete the Zoning Administrator will inspect sign to ensure all specifications of the ordinance are followed.

**Zoning Administrator:** \_\_\_\_\_ **Date:** \_\_\_\_\_