

CITY OF EATON INSPECTION & ZONING
SIGN PLAN APPROVAL APPLICATION

ADDRESS: 328 North Maple Street
Eaton, OH 45320-0027

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**THIS APPLICATION MUST BE FILLED OUT COMPLETELY AND LEGIBLY
TO BE ACCEPTED FOR PROCESSING**

1. Date: _____
2. Building/tenant space width: _____ 3. Sign square footage: _____
4. Indicate sign type: Monument Ground Wall Window Canopy** Shingle
Projecting Nameplate Electronic Message Board**
Temporary : type of temporary sign (circle one): banner wall pennant inflatable
beacon/searchlight air-activated attraction device
Requested time period for display of temporary sign: _____ days

5. Project address: _____

6. Complete the following (LEGIBLY):

PROPERTY OWNER INFORMATION:

Name: _____
Mailing address: _____
City / State / Zip: _____
Phone no.: _____ (home/work/cell)
Email: _____

CONTRACTOR INFORMATION:

Name: _____
Address: _____
City / State / Zip: _____
Phone no.: _____ (home/work/cell)
Email: _____

DESIGN PROFESSIONAL INFORMATION:

Name: _____
Address: _____
City / State / Zip: _____
Phone no.: _____ (home/work/cell)
Email: _____

ITEMS TO INCLUDE WITH APPLICATION:

- (A) Two (2) copies of plans and/or blueprints of signage to scale. Including details of fastenings lighting and any lettering, symbols or other identification which will be on the sign. **PLEASE BE ADVISED THAT THE SUBMISSION OF ADDITIONAL SUPPORTING INFORMATION MAY BE REQUIRED.**
- (B) A site plan of the proposed GROUND sign location which shows the distance from public right-of-way and relationship to access drive(s), parking area(s) and building(s) OR a façade elevation of proposed WALL OR WINDOW sign(s) showing the height and proportions of the sign(s).

7. Applicant(s) / owner(s) signature: _____
Owner(s) _____ Applicant(s) _____ (please indicate one)

8. Applicant(s) / Owner(s) **PRINTED** name: _____

****REQUIRES PLANNING BOARD APPROVAL**