

# SIGN PERMIT

NO. PS



40555 Utica Road, P.O. Box 8009  
Sterling Heights, Michigan 48311-8009  
Phone (586) 446-2360

Email Address: [bldg@sterlingheights.gov](mailto:bldg@sterlingheights.gov)

ALL inspections are scheduled online at [www.sterlingheights.gov](http://www.sterlingheights.gov)

## 1. Job Location:

|                             |                         |   |          |
|-----------------------------|-------------------------|---|----------|
| Job Location Street Address | Date of Application     |   |          |
| *EMAIL ADDRESS REQUIRED*    |                         | <b>*All correspondence will be emailed*</b> |          |
| Owner's Name                | Driver's License Number |   |          |
| Owner's Address             | City                    | State                                       | Zip Code |
| Contact person              | Telephone Number        |   |          |

## 2. Contractor Information:

|  |                         |  |                 |
|--|-------------------------|--|-----------------|
| Contractor's Name                                | Driver's License Number |  |                 |
| Contractor's Address                             | City                    | State  | Zip Code        |
| Telephone Number                                 | Date of Birth           | Federal Employer ID Number (or reason for exemption) |                 |
| Workers Comp Insurance (or reason for exemption) |                         | MESC Employer Number (or reason for exemption)       |                 |
| Contractor License Type                          |                         | License Number                                       | Expiration Date |

BY SIGNING THIS I CERTIFY THAT PROPOSED WORK IS AUTHORIZED BY OWNER OF RECORD & THAT I AM AUTHORIZED BY OWNER TO MAKE APPLICATION AS HIS AUTHORIZED AGENT. WE AGREE TO CONFORM TO ALL APPLICABLE LAWS OF THE CITY . ALL INFORMATION SUBMITTED ON THIS APPLICATION IS ACCURATE TO BEST OF MY KNOWLEDGE.

Section 23a , state construction code Act of 1972, 1972 PA 230, being Section 125.1523a of MI Compiled Laws, prohibits a person from conspiring to circumvent licensing requirements of MI relating to persons who are to perform work on a residential building /structure. Violators are subject to civil fines.

## Signature of Applicant

## 3. Sign Description

| Ground Sign                                       | \$164  | Long Term Temporary Sign (1 year)       |   | Wall Sign  | \$164 |
|---|--|---|---|--|-------|
| Height <15 ft                                     |  | Height                                  | <i>Sign Must be Constructed with &gt; 1/2" plywood, 4x4 posts, decorative post caps, uniform color.</i> | Height   |       |
| Width   |  | Width                                   |   | Width  |       |
| Square Feet                                       |  | Square Feet                             |   | Square Feet  |       |
| Please Circle Option:                             |  |   |   |  |       |
| Illuminated or Non-Illuminated                    |  |   |   |  |       |
| Lineal feet of street frontage where sign located |  | Total Signage Allowed: 40 Square Feet.  |   | Largest Sign: 16 square feet.                          |       |
| Sign max 150 s.f. & may not exceed 50% of l.f.    | <i>Do not locate sign between street &amp; sidewalk.</i> |   |   | Sign max 200 s.f. & may not exceed 10% off façade area |       |
| Electronic message board(EMB)?                    | <i>REGISTRATION EXPIRES IN ONE YEAR</i>                  |   |   | Bldg Façade Width                                      |       |
| Application Fee                                   | \$54   | Is this a New Sign? OR                  |   | Application Fee  | \$54  |
| Plan Review Fee                                   | \$75   | Is this a Renewal for an Existing Sign? |   | Plan Review Fee  | \$75  |
| Total Fee   | \$293  |   |   | Total Fee  | \$73  |
| Total Fee \$293                                   |  |   |   |  |       |

FOR SIGNS WITH ELECTRICAL POWER (PERMIT REQUIRED) PROVIDE LISTING AGENCY \_\_\_\_\_ & LISTING/TAG#\_\_\_\_\_.

\*\*\*\*\* SUBMIT APPLICATION WITH COMPLETE PLANS FOR REVIEW \*\*\*\*\*

FOR ALL SIGNS: Include images, dimensions and setbacks (12' from property line) of all existing & proposed signs, wind load calculations, method of attachment & any technical specifications. NO signs in easements. FOR GROUND AND/OR EMB SIGNS: Include aerial view indicating location of all existing structures and where sign is to be installed. Include engineer-sealed footing plans for signs > 32 s.f. and/or over 5 feet in height. FOR WALL SIGNS: Include drawing of building facade with building height and width indicated.