

City of Coldspring
P. O. Box 247
14211 Highway 150 W
Coldspring, Texas 77331
P: (936) 0653-3289
F: (936) 653-5278

SIGN PERMIT APPLICATION FORM*

This form shall be submitted with each application for a sign permit.
RECOMMENDATION: Receive sign permit approval before sign is made

CONTACT INFORMATION

Applicant

Property Owner (if different)

Name

Name

Street Address

Street Address

City, State Zip

City, State Zip

Phone

Phone

Fax

Fax

Email

Email

Architect (if different)

Sign Contractor (if different)

Name

Name

Street Address

Street Address

City, State Zip

City, State Zip

Phone

Phone

Fax

Fax

Email

Email

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Property Profile

Site Address: _____

Legal Description: _____
(subdivision) (Lot) (Block)

Present Use of Property: _____

Proposed Use of the Property: _____

Total Area of Site: _____

Which of the following best describes the proposed work?

- ☐ New Sign
- ☐ Alteration to existing sign
- ☐ Addition to an existing sign, size increased by _____ %

Type of sign, check all that apply:

- | | | |
|---|---|---|
| <input type="checkbox"/> Freestanding | <input type="checkbox"/> Monument | <input type="checkbox"/> Projecting |
| <input type="checkbox"/> Sign on awning | <input type="checkbox"/> Fascia sign, over 400 lbs. | <input type="checkbox"/> Fascia sign 400 lbs. or less |
| <input type="checkbox"/> Painted wall/adhered | <input type="checkbox"/> Pitched roof | <input type="checkbox"/> Sign on marquee |
| <input type="checkbox"/> Other: _____ | | <input type="checkbox"/> Sign attached to canopy |

Proposed sign dimensions

Width of sign face	Height of sign face	Overall sign height	Depth of fascia sign	Total Area of Sign
ft	ft	ft	ft	ft

Proposed sign dimensions

- [Y] [N] Do you have permission of the property owner to erect this sign?
- [Y] [N] Changing image features? If yes, area of change _____ sq. ft. [Y] [N] Illuminated?

Applicant's signature _____

Applicant's name, printed _____ Applicants phone# _____

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ALL SIGNS are required to be compliant with City Ordinance # 2007-08

Provide elevation drawing of the sign on a separate sheet, include;

- 1. All details and dimensions of the sign**
- 2. Type of material and all dimensions of supports and footings**
- 3. Clearance above ground**
- 4. Distance of any projection over the right-of-way**
- 5. If the sign will be attached to a building, show the building roof line for the wall on which the sign will be mounted.**
- 6. Type of lighting.**

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SIGN PERMIT APPLICATION FEE SCHEDULE

Date: _____

Permit No. _____

1. **Proposed Sign Type : (enter quantity)**
_____ **Window Sign or Nameplate \$25.00**
_____ **Attached Sign < 160 sq. ft. \$35.00**

_____ **Freestanding Sign < sq. ft. \$50.00**
_____ **Freestanding Sign > sq. ft. \$75.00**
_____ **Multi Tenant Sign \$100.00**

Total Fees: \$ _____

PLEASE ALLOW 5 TO 10 WORKING DAYS FOR SIGNAGE PLAN APPROVAL.

Property Owners Signature:

Date: _____

Signed: _____

Tenant/Applicants Signature:

Date: _____

Signed: _____