

**BOROUGH OF CHATHAM
SIGN PERMIT APPLICATION
LAND USE CODE CHAPTER 165-95**

Date of Application: _____ Block: _____ Lot: _____ Zone: _____ Historic District: Yes ___ No ___

Address of Property in Questions: _____

Name of Applicant or Authorized Agent: _____

Applicant's Address: _____

Phone: _____ Fax: _____ E-Mail: _____

Name of Property Owner: _____

Phone: _____ Fax: _____ E-Mail: _____

Property Owner Address: _____

What type of Sign Permit is being sought? (Check all that apply) *Application MUST have Letter of Approval from Building Owner/Landlord for all signage.

Temporary Banner Building Mounted Canopy Freestanding Window Sandwich Board Other

Permit Fee: \$100.00 Date Received: _____ Cash: Y N Check #: _____

Permit Fee for Temporary Signs: \$50.00 Date Received: _____ Cash: Y N Check #: _____

Prior Site Plan Associated with a Master Signage Plan? Yes No Case #: _____

**FOR EACH SIGN (AND EACH BUILDING SIDE SIGN) PLEASE PROVIDE THE FOLLOWING: (ATTACH SEPARATE SHEETS AS NECESSARY)
CHECK ALL THAT APPLY AND PROVIDE INFORMATION REQUESTED**

MOUNMENT – FREE STANDING SIGNS

Location with distance from building, doorway, walkway or curb _____
 Background Color _____
 Illumination, and Type _____

Sign Dimensions (Length) _____ (Width) _____
 Lettering (Style) _____ (Size) _____ (Color) _____
 Color Rendering (Size) _____

BUILDING MOUNTED SIGNS

Location on Building Face with distance from ground, side and roof _____
 Building width _____
 Illumination, and Type _____
 Background Color _____

Sign Dimensions (Length) _____ (Width) _____
 Lettering (Style) _____ (Size) _____ (Color) _____
 Color Rendering (Size) _____

WINDOW SIGNS

Location on Building Face with distance from ground, side and roof _____
 Building width _____
 Illumination, and Type _____
 Background Color _____

Sign Dimensions (Length) _____ (Width) _____
 Lettering (Style) _____ (Size) _____ (Color) _____
 Total Window Area _____

TEMPORARY BANNER

Location on Building Face with distance from ground, side and roof _____
 Background Color _____
 Duration Requested _____

Sign Dimensions (Length) _____ (Width) _____
 Lettering (Style) _____ (Size) _____ (Color) _____

SANDWICH BOARD SIGNS

{Sandwich Board Signs **REQUIRE a Certificate of Insurance** listing the Borough of Chatham as additional insured}

Location with distance from building, doorway, walkway or curb _____
 Background Color _____
 Duration Requested _____

Sign Dimensions (Length) _____ (Width) _____
 Lettering (Style) _____ (Size) _____ (Color) _____

Note: EXACT COLOR SWATCHES AND SIGN MATERIAL SAMPLES ARE REQUIREMENT FOR ALL SIGNS – PRIOR TO SIGN REVIEW

Date Swatches & Materials were Provided : _____

I (we) hereby declare and represent to the Borough of Chatham that the statements contained within this application are sufficient, true and of detail required for the Zoning Code Official to render a Sign Permit Application decision.

Signature of Applicant or Authorized Agent _____
Office Use Only Below

_____ Date

Approved By _____ Title

_____ Date