



Building, Planning and Zoning
401 Main Street
Byron, GA 31008
478-956-3600

SIGN PERMIT APPLICATION

Applications will **NOT** be reviewed without the following **Required Documents**:

1. Written permission of the property owner
2. A copy of the business license of the company erecting the sign
3. Site drawing showing where you plan to put the sign, the distance from the nearest point of the sign to any easements and/or rights-of-way, showing the location of sidewalls, driveways, curbing and any existing buildings or structures.
4. Drawing of each sign requested showing the overall square footage, overall height and distance from the bottom of the sign to the top of the grade. Elevation drawings of your portion of the building front façade (height and width) and any secondary signage & dimensions.
5. On pole stanchion and monument signs, a footing/foundation detail is required. This will be submitted with the application. An inspection is required on all footings/foundations.

PART ONE: BUSINESS INFORMATION:

Business / Subdivision Name: _____

Phone _____

Business Complete Address:

PART TWO: PROPERTY OWNER INFORMATION:

Property Owner:

Address:

City: State Zip _____

PART THREE: SIGN COMPANY ERECTING THE SIGN:

Sign Company: Phone:

Address:

City: State Zip _____

PART FOUR: ELECTRICAL CONTRACTOR:

Is there electrical work involved in this signage: (Circle One) Yes or No

Name of Electrician Phone #

Address: _____ Licenses # _____

City: State Zip _____

BUILDING INFORMATION: Square Footage of Enclosed Space: _____

*Are there any **Existing** Sign(s) located on property? Yes or NO If YES, please explain what will happen to the existing sign.

Proposed Signage #1

Sign Type Circle One: Freestanding Sign Wall Sign Awning/Canopy Sign Panel Sign

Sign Dimensions per Side (W) _____ X (H) _____ Sq Ft: _____

Height Above
Grade _____

Ground Sign Setback from ROW:

Façade Dimensions of proposed sign location: Height _____ x Width _____ Sq Ft _____

Proposed Signage #2

Sign Type Circle One: Freestanding Sign Wall Sign Awning/Canopy Sign Panel Sign

Sign Dimensions per Side (W)_____ X (H)_____ Sq Ft: _____

Height Above
Grade _____

Ground Sign Setback from ROW:

Façade Dimensions of proposed sign location: Height _____ x Width _____ Sq Ft _____

Proposed Signage #3

Sign Type Circle One: Freestanding Sign Wall Sign Awning/Canopy Sign Panel Sign

Sign Dimensions per Side (W)_____ X (H)_____ Sq Ft: _____

Height Above
Grade _____

Ground Sign Setback from ROW:

Façade Dimensions of proposed sign location: Height _____ x Width _____ Sq Ft _____

I hereby certify that there are no existing signs except those indicated on this application or that any sign(s) required for removal will be removed before any new sign(s) are installed. I hereby certify that all information provided is true and correct and I agree to comply with the City of Byron Sign Ordinance.

Applicant Signature: _____ Date: _____

**All drainage, utility, or other easements shall be kept clear of obstructions along the entire length and width of the easement whether it be a buried pipe, ditch, French drain /tile, swale or other facility contained within the easement. The property owner shall remove any such materials existing prior to, or installed after, the effective date of the ordinance from which this section is derived. Structures; landscaping, fences, yard waste such as grass clippings, tree trimmings, and leaves; impervious cover or any other material that may block, alter, affect, or change the flow of water or otherwise disrupt proper function of the stormwater management system.*