

**VILLAGE OF COTTAGE GROVE
SIGN PERMIT APPLICATION**

Section 325-701. Sign Regulations.

Permit Required. No sign or advertising structure shall hereafter be located, erected, moved, reconstructed, extended, enlarged, converted or structurally altered without a zoning permit.

Applicant: _____

Address: _____

Telephone: _____ Fax: _____

Email: _____

SITE INFORMATION

Address of Site: _____

Name of Business (if applicable): _____

Sign Description: _____

Square Footage of Sign: _____ Store Front Width: _____

Height of Sign: _____ Will the sign be illuminated? Yes No

Location of Sign: _____

Temporary or Permanent? ___ Temporary ___ Permanent

Length of Display Time: _____ (Temporary Signs Only)

If this is a temporary sign will you be placing the sign on your property or another property? If the location is not on property owned by you a written authorization from the property owner must accompany this request for a temporary sign. Any application not having a written authorization will be denied.

A site plan with location of sign indicated must accompany this application.

CONTRACTOR INFORMATION

Name of firm or individual: _____

Address: _____

Telephone: _____ Fax: _____

Signature of Applicant: _____ **Date:** _____

***** For Office Use Only *****

Date Received:

Paid:

Date Before Planning Commission, if necessary:

Action Taken by Planning Commission, if necessary: Approved Denied

Conditions set by Planning Commission:

Action Taken by the Administrator: Approved Denied