



# SIGN APPLICATION

City of Englewood, 333 W. National Rd., Englewood, OH 45322  
Phone (937) 836-5106 Fax (937) 836-7426



\_\_\_\_\_ **COMMERCIAL (Digital Preferred OR 3 sets of plans)**

|                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Project Specs.</b>                                                                                                                                             | <b>SITE ADDRESS:</b> _____ <b>TENANT:</b> _____                                                                                                                                                                                                                                                                                                                                                                                                      |
|                                                                                                                                                                   | <b>PROJECT DESCRIPTION:</b> _____                                                                                                                                                                                                                                                                                                                                                                                                                    |
|                                                                                                                                                                   | <b>NUMBER OF SIGNS, This Project</b> _____ <b>COST OF PROJECT</b> _____ <b>SQUARE FEET</b> _____<br>_____ <b>NEW SIGN(s)</b> _____ <b>TEMP SIGN (see back of this page)</b> <b>Sign# 1.</b> _____<br>_____ <b>RE-FACE/REPLACEMENT SIGN(s)</b> <b>Sign# 2.</b> _____<br><b>Building/Tenant Frontage:</b> _____ <b>Lot Frontage:</b> _____ <b>Sign# 3.</b> _____<br><b>Illuminated Sign(s)?</b> _____ <b>YES</b> _____ <b>NO</b> <b>Sign# 4.</b> _____ |
|                                                                                                                                                                   | <b>OWNER Name:</b> _____ <b>Phone:</b> _____<br><b>APPLICANT Name:</b> _____ <b>Address:</b> _____<br><b>City, State, Zip:</b> _____ <b>Phone:</b> _____<br><b>E-Mail:</b> _____ <b>Alt Phone:</b> _____                                                                                                                                                                                                                                             |
|                                                                                                                                                                   | <b>Contractor</b><br><b>Name:</b> _____ <b>Address:</b> _____<br><b>City, State, Zip:</b> _____ <b>Phone:</b> _____<br><b>E-Mail:</b> _____ <b>Alt Phone:</b> _____                                                                                                                                                                                                                                                                                  |
| <b>Plans By</b><br><b>Name:</b> _____ <b>Address:</b> _____<br><b>City, State, Zip:</b> _____ <b>Phone:</b> _____<br><b>E-Mail:</b> _____ <b>Alt Phone:</b> _____ |                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

- ▶ All sign applications require a "Site Map" indicating the Distance from R.O.W. (Right of Way).
- ▶ All Ground Signs taller than 6 ft. (72 inches) from Finish Grade, require Signed, Sealed Construction Drawings by an Ohio Registered, design professional.
- ▶ Illuminated Signs, including "Reconnects", require additional "Plan Approval" for the Electrical Aspect of the project.

All information contained in this application is true, accurate and complete to the best on my knowledge and I, the "Applicant" as the owner's authorized agent, do hereby agree to complete the project in compliance with relevant building and zoning codes.

APPLICANT  
SIGNATURE \_\_\_\_\_ E-MAIL \_\_\_\_\_ DATE \_\_\_\_\_

## APPLICATION FEES

**Please check with zoning department before submitting application fees - Ph# (937) 771-2883**

\*\*\*\*\*OFFICE USE ONLY\*\*\*\*\*

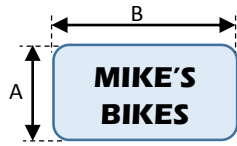
PAYMENT: \$ \_\_\_\_\_ REC'D BY: \_\_\_\_\_ TYPE: CASH CARD CHECK # \_\_\_\_\_

ZONING APPROVED \_\_\_\_\_ DATE \_\_\_\_\_

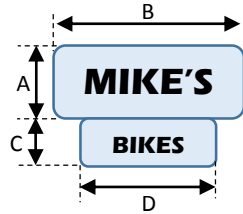
BLDG. APPROVED \_\_\_\_\_ DATE \_\_\_\_\_

Application #

### Method for calculating the surface area of a particular sign

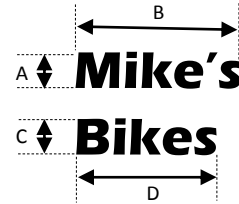


$$\text{Area} = A \times B$$



$$\text{Area} = (A \times B) + (C \times D)$$

Sign Surface Area of Individual Cabinet Signs



$$\text{Area} = (A \times B) + (C \times D)$$

Sign Surface Area of Individual Letter Signs, Letters or Symbols for Wall Mounted, Awning or Canopy Signs

### TEMPORARY SIGN DETAILS

TYPE OF SIGN: \_\_\_\_\_ TYPE OF BOND \_\_\_\_\_

Business Name: \_\_\_\_\_ Start Date: \_\_\_\_\_ End Date : \_\_\_\_\_

Release Bond \_\_\_\_\_ Forfeit Bond \_\_\_\_\_ Date: \_\_\_\_\_ Approved By: \_\_\_\_\_