



CITY OF ELGIN

SIGN PERMIT APPLICATION

Zoned _____ Date _____ Permit# _____ PID# _____

1. Purpose _____ New Construction _____ Addition, Repair, Removal
2. Legal Description/Sign Location _____
3. Property Owner Name _____
Address _____
Phone _____
Signature _____
4. Sign Owner Name _____
Address _____
Phone _____
Signature _____
5. Sign location in relation to lot lines, buildings, sidewalks, streets,
public right of way and intersections _____

6. Type of sign (e.g. Pole, monument, wall) and description of structural
design and construction material _____

7. Attachments: ___ Site Plan ___ Drawings ___ Illumination Detail
8. Historic Review Board approval _____ Date _____ (attach copy of signed HRB application)
9. Cost of improvements \$ _____ permit fee \$ _____
electrical permit fee \$ _____

Building Official / Inspector _____

The permit for the above described structure becomes null and void if an approved Sign is not erected within twelve (12) months from the date of permit issuance.

“This institution is an equal opportunity provider.”