



PROPERTY ADDRESS

**IMPORTANT:** Please submit a (2) two plot plans and (2) two sets of Sign Construction Plans with this completed application.

**SIGN PERMIT**

FOR INSPECTIONS CALL (918) 888-0857

|                                                                                                                                                                                                                                       |                                                                                                                               |                                    |                          |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|------------------------------------|--------------------------|
| DATE                                                                                                                                                                                                                                  |                                                                                                                               | PERMIT NO.                         |                          |
| OWNER NAME                                                                                                                                                                                                                            | LOT                                                                                                                           | BLOCK                              | ADDITION                 |
| OWNER PHONE                                                                                                                                                                                                                           | IF NOT PLATTED, ATTACH LEGAL DESCRIPTION                                                                                      |                                    |                          |
| CONTRACTOR NAME                                                                                                                                                                                                                       | SECTION                                                                                                                       | TWP.                               | RANGE                    |
| CONTRACTOR ADDRESS                                                                                                                                                                                                                    | CONTRACTOR PHONE                                                                                                              |                                    | BD. OF ADJUSTMENT NO.    |
| Permit Fee                                                                                                                                                                                                                            |                                                                                                                               |                                    |                          |
| <input type="checkbox"/> Principal Building or Use                                                                                                                                                                                    |                                                                                                                               |                                    |                          |
| <input type="checkbox"/> Accessory Building or Use                                                                                                                                                                                    |                                                                                                                               |                                    |                          |
| <input type="checkbox"/> Use by Right                                                                                                                                                                                                 |                                                                                                                               |                                    |                          |
| <input type="checkbox"/> Use by Interpretation, Special Exception or Variance                                                                                                                                                         |                                                                                                                               |                                    |                          |
| <b>PROPERTY INFORMATION</b>                                                                                                                                                                                                           |                                                                                                                               |                                    |                          |
| <b>ZONING INFORMATION</b>                                                                                                                                                                                                             | DISTRICT                                                                                                                      | BOARD OF ADJUSTMENT REFERENCE      |                          |
| <b>LOT INFORMATION</b>                                                                                                                                                                                                                | FRONTAGE                                                                                                                      | AVERAGE DEPTH                      | LOT AREA                 |
| <b>ESTIMATED COST OF SIGN</b>                                                                                                                                                                                                         | USE CONDITIONS                                                                                                                |                                    |                          |
| <b>SIGN INFORMATION</b>                                                                                                                                                                                                               |                                                                                                                               |                                    |                          |
| <b>STRUCTURE SETBACK</b>                                                                                                                                                                                                              | FROM CENTERLINE OF STREET                                                                                                     | FROM PROPERTY LINES                | FROM AR OR R DISTRICTS   |
| <b>SIGN INFORMATION</b>                                                                                                                                                                                                               | HEIGHT ABOVE GRADE                                                                                                            | WIDTH                              | LENGTH                   |
|                                                                                                                                                                                                                                       | FACE MATERIAL                                                                                                                 | POLE MATERIAL                      | AREA                     |
|                                                                                                                                                                                                                                       | FOUNDATION                                                                                                                    |                                    |                          |
| SIGN TYPE <input type="checkbox"/> GROUND <input type="checkbox"/> WALL <input type="checkbox"/> PORTABLE <input type="checkbox"/> ROOF <input type="checkbox"/> AWNING <input type="checkbox"/> BANNER <input type="checkbox"/> FLAG |                                                                                                                               |                                    |                          |
| <b>TYPE OF WORK TO BE COMPLETED</b>                                                                                                                                                                                                   | <input type="checkbox"/> NEW SIGN CONSTRUCTION <input type="checkbox"/> ENLARGE EXISTING SIGN <input type="checkbox"/> REPAIR |                                    |                          |
| <b>SIGN ENVIRONMENT</b>                                                                                                                                                                                                               | NUMBER OF ESTABLISHMENTS ON LOT                                                                                               | HEIGHT OF WALL (WALL SIGN)         | WIDTH OF WALL            |
| <b>OTHER EXISTING SIGNS IN AREA</b>                                                                                                                                                                                                   | <b>LOCATION</b>                                                                                                               | <b>TYPE</b>                        | <b>TOTAL SQUARE FEET</b> |
|                                                                                                                                                                                                                                       |                                                                                                                               |                                    |                          |
|                                                                                                                                                                                                                                       |                                                                                                                               |                                    |                          |
|                                                                                                                                                                                                                                       |                                                                                                                               |                                    |                          |
| <b>ELECTRICAL CONTRACTOR</b>                                                                                                                                                                                                          |                                                                                                                               | <b>ELECTRICAL CONTRACTOR PHONE</b> |                          |

APPROVED BY

APPLICANT SIGNATURE

THE OWNER AND THE UNDERSIGNED AGREE TO CONFORM TO ALL TOWN OF VERDIGRIS, ROGERS COUNTY HEALTH DEPARTMENT AND OTHER PERTINENT CODES AND REGULATIONS. DESCRIBED WORK TO BEGIN WITHIN 90 DAYS. PERMIT EXPIRES ONE (1) YEAR FROM DATE OF ISSUE. SUBCONTRACTORS TO CALL FOR ROUGH AND TOP-OUT INSPECTIONS; BUILDER OR OWNER TO CALL FOR FINAL INSPECTIONS. ALL REQUIREMENTS OF THE BUILDING INSPECTOR SHALL BE MET PRIOR TO OCCUPANCY APPROVAL.

**A 3% MUNICIPAL SALES TAX IS DUE ON ALL CONSTRUCTION MATERIALS DELIVERED FOR USE IN THE TOWN OF VERDIGRIS.**