

Sign Permit Application

(Refer to [How to Submit a Site Plan for Review](#) for the process)

Signs erected in Akron Township after _____ must be in compliance with Ordinance Nos. amended by Ordinance No. which regulate the construction, size and placement of signs in the Township. Copies of these Ordinances may be obtained from the Akron Township Clerk.

Please complete all information requested below and submit this application to the Township Clerk who will schedule an official review at the next regularly scheduled meeting of the Planning Commission. A check for \$25.00, payable to Akron Township, must accompany the application form. Meeting to review this application will be held on _____ at the Township Hall at Akron Township Hall, 4380 Beach Street, Akron, MI 48767.

Review and approval must be obtained before sign is erected on the premises.

Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ email: _____

Property Tax Code for Location of Sign: _____

Owner of Property (if different from above), _____

Please attach written permission of the property owner if sign will not be located on the same premises as the business it is advertising.

Size of Sign: _____ Height: _____ Width: _____

(All measurements should be in feet/inches)

Will sign be printed: One side only Both Sides

Construction Materials to be used: (Please include all major components):

Colors: _____

Please attach a sketch of the proposed sign indicating the placement of any lettering and/or illustrations that will be used. Please indicate dimensions (Height/Width) of the sign itself as well as the height and placement of any posts or support materials. If the sign is to be used in a commercial or industrial zone a sketch showing the placement of the sign on the site and landscaping plans for the base of the sign must also be attached to this document. The sketch must also show placement of the sign on the property relative to property lines and right of way.

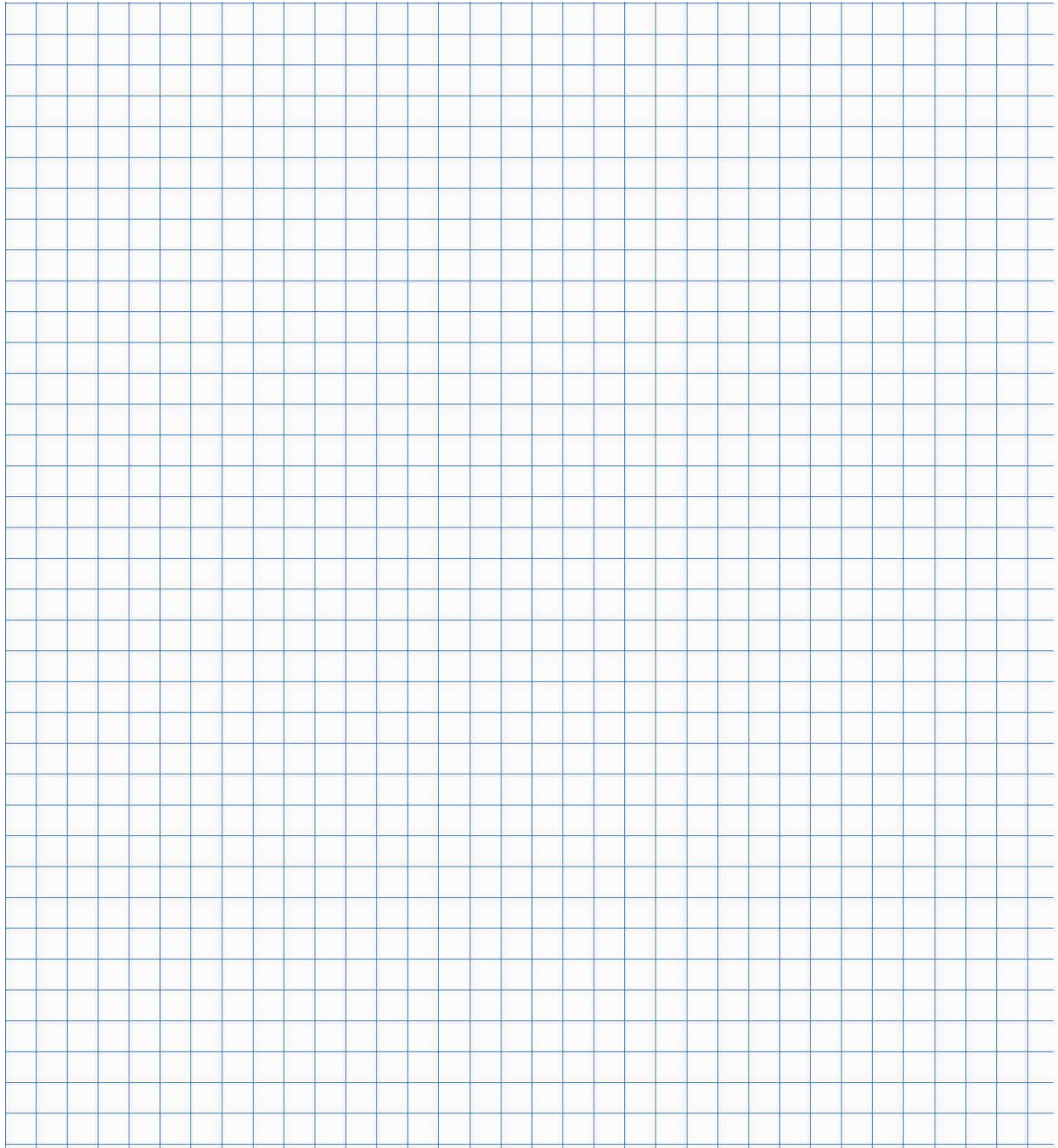
Any required electrical or construction permits must be submitted with this application.

TO BE COMPLETED BY TOWNSHIP PLANNING COMMISSION:			
Application fee paid	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Sign Approved	<input type="checkbox"/> Yes <input type="checkbox"/> No		Date:
	By:		
		Chairman, Planning Commission	
Inspection			
Approved	<input type="checkbox"/> Yes <input type="checkbox"/> No		Date:
	By:		
		Ordinance Enforcement Officer	

Sign Location Drawing

Please draw a site plan in the space below showing the location of any ground or pole sign, the distance from the curb or edge of road, the distance from the County Road right-of-way and/or State Highway right-of-way, the distance from side property lines, and the distance from sidewalks, parking spaces and driveways.

Scale of drawing: 1 square= 2 feet



The items listed below are to determine if a ground or pole sign placement is in compliance with the code and sign ordinance. The drawing will be checked by the Building Inspector for compliance and it is necessary to show all of the items listed below to complete the review process. If any of the items are not included on your drawing it will be denied a permit for insufficient information.

Must show on drawing:

- ✓ Building
- ✓ Driveway with distance to sign.
- ✓ Parking lot and distance from sign
- ✓ Parking spaces
- ✓ Pole or ground sign
- ✓ The distance from the side property line to the sign (must be a minimum of 10 feet)
- ✓ The distance from between the sign and the right-of-way (must be minimum of 10 feet.)