



**City of Marshall**  
**Sign Permit Application**

**CMS-2003**

323 W. Michigan Ave.  
Marshall, Michigan 49068  
Telephone (269) 781-3985 Fax (269) 789-4628

Date of Application: \_\_\_\_\_

Permit # \_\_\_\_\_

**1. Job Location**

Name of Owner/Agent	Business Name
Street Address & Job Location (Street No. and Name)	

**2. Contractor/Property Owner Information**

Name of Owner or Company		Email Address	
Address (Street No. and Name)	City	State	Zip Code
Cell Phone Number	Fax Phone number	Phone number with Area Code	

**Submit the following information:**

1. Drawing(s) showing the dimensions of the sign(s) and outlay on property or on building.
2. Location of sign with dimensions showing distances from lot lines and structures.
3. Material Sign is being made of and how it will be anchored.
4. Freestanding and Business Center signs must have an engineer or architects stamp with wind load calculations and require a building permit.
5. If a new foundation is being proposed, a building permit is required in addition to the sign permit.

Zoning District: \_\_\_\_\_

Sign Cost: \_\_\_\_\_

New			
Type of Sign	Length & Width	Total Sq.Ft.	Height

Existing			
Type of Sign	Length & Width	Total Sq.Ft.	Height

Types of Signs	Directional	Ground
	Pylon	Wall

Circle one:    Approved    Denied

Building Permit Required    Yes     No

Electric Permit Required    Yes     No

Reason for Denial:

\_\_\_\_\_

Plan Reviewer Signature

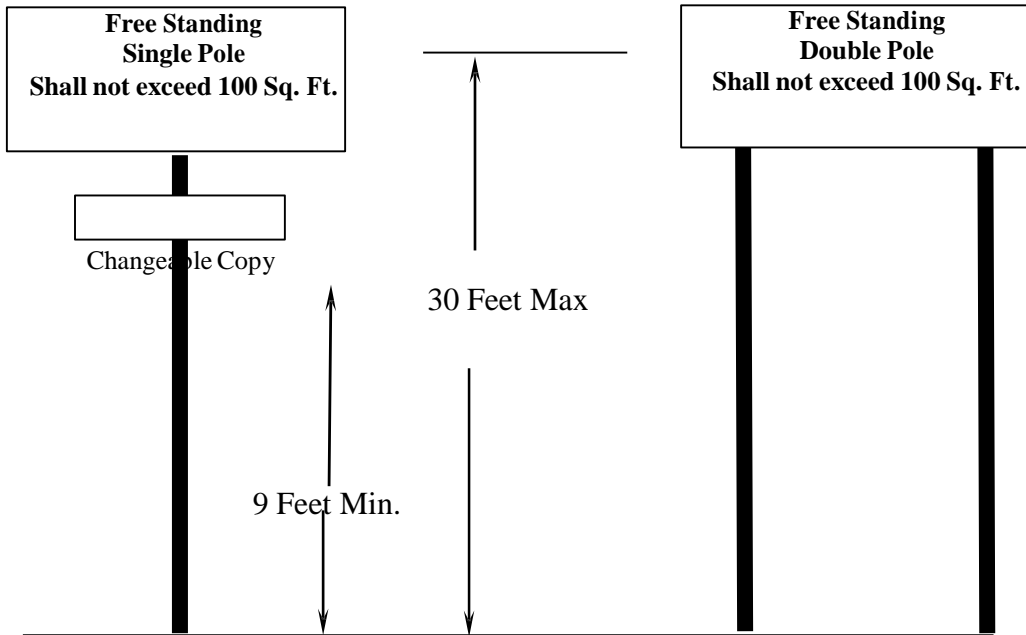
**See back for permit fees**

# Fees

Wall	\$75.00
Freestanding/Ground	\$75.00

**Note:** If the sign is going to be illuminated and a circuit is not existing, then an electrical permit is also required and the work shall be done by a licensed electrical contractor.

## Only allowed in the Interchange Approach Area



**Note:** Changeable copy signs are included in the total square footage allowed for free standing

