

**VILLAGE OF BATAVIA
SIGN PERMIT APPLICATION**

This application shall be accompanied by one (1) copy of a scale drawing showing: shape and dimensions of sign; height; message, character of lettering; location of sign relative to building and property lines; and details and specifications for construction including types of materials.

Name of Applicant _____ Phone _____

Mailing Address _____

Sign Company/installer _____ Phone _____

Address _____

Site Address _____ Zoning District _____

Property Dimensions _____ Building Dimensions _____

SEPARATE APPLICATION MUST BE FILED FOR EACH SIGN REQUESTED

Application is made for:

___ Temporary Sign or Banner ___ Non-Temporary Sign

Type of Sign:

___ Pole Sign ___ Ground Sign ___ Canopy Sign ___ Wall Sign
___ Projecting Sign ___ Banner ___ Inflatable ___ Window Sign
___ Other _____

Application is Made to:

___ Erect ___ Alter ___ Repair ___ Move ___ Remove ___ Illuminate ___ Other: _____

Sign Dimensions: Width _____ Depth _____ Height _____ Total Area _____

Number of existing signs _____ Area Occupied by existing Signs _____

Applicant requests a Variance for this Sign ___ Yes ___ No

The undersigned hereby applies for a sign permit based on the information above including any attached drawings and certifies the information to be correct.

Printed Name of Applicant

Signature of Applicant

Date _____

OFFICE USE ONLY

Date Received _____ Application No. _____

Fee Paid \$ _____ Cash _____ Check # _____ Receipt # _____

The foregoing application and plans have been examined and with the corrections and comments noted, the plans are hereby

_____ APPROVED

_____ DENIED

COMMENTS: _____

VILLAGE OF BATAVIA

**389 East Main St
Batavia, Ohio 45103
Phone: 513-732-2020**

ZONING PERMIT NO. _____

ISSUED _____
DATE

BY _____
ZONING INSPECTOR

This permit is issued on the basis of the information supplied on this application and approval is dependent upon meeting all requirements of the Zoning Code of the Village of Batavia and any deviation from the code or the plans submitted shall make this permit null and void. The Zoning Inspector shall have access to the property and buildings involved at reasonable hours to determine that plans and specifications are followed and that construction is not in violation of the zoning code.