



P.O. Box 27  
 5192 Walnut Road, S.E.  
 Buckeye Lake, Ohio 43008

**THE VILLAGE OF BUCKEYE LAKE**

Phone (740) 928-7100  
 Fax (740) 928-8843

Application # \_\_\_\_\_

**APPLICATION FOR SIGN PERMIT**

The undersigned applies for a Sign Permit for the following use, said permit to be issued on the basis of the information contained within this application. The applicant hereby certifies that all information and attachments to this application are true and correct. The applicant is required, in addition to the information requested on this form, to submit plans, in triplicate and drawn to scale, showing any requested illumination on the sign faces, the actual dimensions and shape of each sign face.

1. **Business Address where sign will be located:** \_\_\_\_\_  
 Township \_\_\_\_\_ County \_\_\_\_\_ District & Parcel #: \_\_\_\_\_
2. **Name of Property Owner:** \_\_\_\_\_  
 Property Owner's Mailing Address \_\_\_\_\_  
 Phone Numbers:(Home) \_\_\_\_\_ (Business) \_\_\_\_\_ (Cell) \_\_\_\_\_
3. **Name of Contractor erecting sign:** \_\_\_\_\_  
 Address: \_\_\_\_\_ Phone #:(Business) \_\_\_\_\_ (Cell) \_\_\_\_\_
4. **Type of Sign(s):** \_\_\_\_\_ new \_\_\_\_\_ replacement \_\_\_\_\_ alteration  
 \_\_\_\_\_ wall \_\_\_\_\_ monument (free standing) \_\_\_\_\_ multi-tenant (free standing)  
 \_\_\_\_\_ one sided \_\_\_\_\_ two-sided
5. **Illumination Type:** \_\_\_\_\_ Internal \_\_\_\_\_ External \_\_\_\_\_ None
6. **Dimensions:** Overall Sign Height: \_\_\_\_\_ (including base, frame & mounting) Actual Sign Height: \_\_\_\_\_  
 Sign Face Horizontal Dimension: \_\_\_\_\_ Sign Face Vertical Dimension: \_\_\_\_\_
7. **Number of free standing signs requested on site:** \_\_\_\_\_
8. **Number of Wall signs requested on site:** \_\_\_\_\_
9. **Number of Multi-tenant signs requested on site:** \_\_\_\_\_
10. **Total square footage of all sign faces:** \_\_\_\_\_ permanent \_\_\_\_\_ temporary
11. **State Permit Required:** \_\_\_\_\_ yes \_\_\_\_\_ no
12. **Miscellaneous: Sign Materials:** \_\_\_\_\_  
 How is sign secured or anchored: \_\_\_\_\_

Property owners signature: \_\_\_\_\_ Date: \_\_\_\_\_

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(For Official Use Only)

Application Fee (\$10.00): \$ \_\_\_\_\_

Permanent Signs \$1.50 per s.f. of each sign face (\$35.00 minimum fee): \$ \_\_\_\_\_

Temporary Signs \$1.50 per s.f. (\$35.00 minimum fee): \$ \_\_\_\_\_

Total Fee Due: \$ \_\_\_\_\_

Date Received: \_\_\_\_\_ Received by: \_\_\_\_\_ Fee Paid: \_\_\_\_\_ Check # \_\_\_\_\_

Date of action taken on application: \_\_\_\_\_ Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

If application is denied, reason for denial: \_\_\_\_\_

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Zoning Inspectors Signature: \_\_\_\_\_ Date: \_\_\_\_\_