Please Print or Type

Date_____ Permit No._____

Parcel No._____ _

SANDWICH BOARD SIGN PERMIT

City of Janesville

Sign Location Information:

Business Name: _____

Sign Location Address: _____

Contact Person: _____

Phone #: _____

E-mail Address: _____

Property Owner Information

Name: _____

Address: _____

Contact Person: _____

Phone #: _____

E-mail Address: _____

SIGN DISTRICT: __D__ (Sandwich Board signs are permitted only in Sign District D)

SIGN SIZE: _____(per side) Attach a photo or illustration of the sign and show dimensions.

Sandwich Board Sign Regulations:

1. A sandwich sign is free-standing and contains two sign faces that are hinged together at all times.
2. The sign must exclusively refer to a business, person, activity, product, service or price located on the premises immediately adjacent to the public sidewalk or private property where the sign is located or used.
3. The sign may be placed on the public sidewalk immediately in front of the business advertised on the sign.
4. The sign may not be placed within the pedestrian right-of-way. This is a 5 foot wide path along the public sidewalk in a straight line and at right angles from the building.
5. The sign may be posted only during open business hours; however, no earlier than 6:00 AM and no later than 11:00 PM.
6. The maximum size for the advertising face is 8 square feet.
7. The maximum sign height is 4 feet.
8. Only one sandwich board sign is allowed per business location.
9. A sign permit is required annually beginning on January 1st of each year and with no pro-ration thereof.

The undersigned hereby agrees to the above listed regulations and the information provided is accurate to the best of the Applicant's knowledge and all work shall be done in accordance with this application, all ordinances of the City of Janesville and all laws and orders of the State of Wisconsin.

_____

Applicant's Signature Date

*** Failure to obtain a permit prior to commencement of work will result in a penalty of $100 plus permit amount or double the permit fee, whichever is greater, but in no event shall the penalty exceed $2,000. Re-inspection fees are enforced.**

Annual Permit Fee $____65.00_____

Approved by: _____

Date of the last SB Sign Permit: _____