

# PLANNING & DEVELOPMENT SERVICES

*Serving the Citizens of Albany and Dougherty County*

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Albany, Georgia 31702-0447

Sign Permit # \_\_\_\_\_ Map/Block/Parcel \_\_\_\_\_

## APPLICATION FOR SIGN PERMIT

**IMPORTANT - APPLICANT TO COMPLETE ALL ITEMS IN SECTIONS: I, II, & III**

<b>I. LOCATION OF SIGN</b>  <input type="checkbox"/> City  <input type="checkbox"/> County	_____ (Street Address) _____ (Zoning District)  BETWEEN _____ AND _____ (Cross Street) _____ (Cross Street)
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<b>II. TYPE AND COST OF SIGN</b>		
<b>A. LOCATION OF SIGN</b>  1. <input type="checkbox"/> Ground Mounted  2. <input type="checkbox"/> Building Mounted  3. <input type="checkbox"/> Other	<b>D. CHARACTERISTICS</b>  1. <input type="checkbox"/> Permanent  2. <input type="checkbox"/> Temporary  3. <input type="checkbox"/> Illuminated • Incandescent • Neon • Other  4. <input type="checkbox"/> Non-Illuminating  5. <input type="checkbox"/> Portable  6. <input type="checkbox"/> Other _____	<b>E. TYPE OF SIGN</b>  1. <input type="checkbox"/> Ground                      7. <input type="checkbox"/> Banner  2. <input type="checkbox"/> Wall                              8. <input type="checkbox"/> Flag  3. <input type="checkbox"/> Mansard                      9. <input type="checkbox"/> Inflatable  4. <input type="checkbox"/> Projecting                      10. <input type="checkbox"/> Balloons  5. <input type="checkbox"/> Roof  6. <input type="checkbox"/> Other _____
<b>B. COST \$</b> _____		
<b>C. OWNERSHIP</b>  1. <input type="checkbox"/> Private (Individual Corporation, Non Profit Institution, etc.)  2. <input type="checkbox"/> Public (Federal, State, or Local Government)		
<b>F. SHOPPING CENTER / MALL</b>  1. Name _____ _____  2. Gross Leasable Area _____		

<b>III. IDENTIFICATION - To be completed by all applicants</b>				
Name	Mailing Address - Number, Street, City and State	Zip Code	Telephone No.	
1. Owner or Lessee				
2. Contractor				
License No.				
3. Architect or Engineer				
Electrical Contractor				
<b>SCOPE</b>		<b>SIZE</b>		
1. <input type="checkbox"/> New	4. <input type="checkbox"/> Add	Width _____	Height _____	Height Above Ground _____
2. <input type="checkbox"/> Alter	5. <input type="checkbox"/> Other _____	Area of Sign _____	Area of Existing Signs _____	
3. <input type="checkbox"/> Relocate	6. <input type="checkbox"/> Exempt	Total Area of Signs _____	Total Allowable Area _____	

**MESSAGE ON SIGN:**  
 \_\_\_\_\_  
 \_\_\_\_\_

Are there any existing signs on the building or property? Yes \_\_\_\_ No \_\_\_\_ If yes, explain what will happen with these existing signs:  
 \_\_\_\_\_

If existing signs will be removed, please complete and attach the **"Existing Signage Removal Affidavit"**  
 I understand that issuance of this permit shall in no way prevent the Development Services Manager or the Building Inspector from later declaring said sign to be non-conforming if upon further review of information submitted with the application, or of newly acquired information, the sign is found not to comply with the requirements of this ordinance (08-121) or the code of the City of Albany. By accepting this permit, I agree to indemnify and hold harmless the City of Albany for all damages, demands or expenses of every character which may in any manner be caused by the sign or sign structure.

SIGNATURE OF APPLICANT	PHONE NO.	APPLICATION DATE
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