



SIGN PERMIT APPLICATION
City of Chardon Planning & Zoning Dept.
111 Water St, Chardon, Ohio 44024
Phone: (440) 286-2654 Fax: (440) 286-5541

This project is subject to Municipal Tax Regulations. A closeout sheet may be required to be submitted the City's Finance Department upon the completion of the project. **Initial:** _____

Date of Application: _____ **Application No.:** _____
Business Name: _____
Property Address: _____ **Permanent Parcel No.** _____ **Zoning District** _____

Applicant: _____ **Phone ()** _____
Address _____ **City** _____ **ZIP** _____
Email: _____

Property Owner: _____ **Phone ()** _____
Address _____ **City** _____ **ZIP** _____
Email: _____

Proposed Sign Type (A separate permit is required for each type of sign.)

- Projecting (C-2 District Only)* Wall
 Freestanding Sign on awning/canopy

Supporting Information

The Applicant shall provide the following:

- 1) One site plan and/or wall elevation showing the building, lot and proposed sign location with all dimensions.
- 2) One scale shop drawing for the sign showing all dimensions.

* For projecting signs: Include one drawing, or picture, of the sign bracket showing dimensions and mounting height.

The applicant hereby applies for a Sign Permit pursuant to the requirements of the City of Chardon Sign Regulations (Codified Ordinances, Chapter 1129) for the sign(s) herein identified. The application constitutes agreement by the applicant to comply with all City ordinances relating to the proposed sign(s). Said agreement is a condition of permit issuance.

Applicant Signature Date

FOR OFFICIAL USE ONLY

Date Received: _____ Fee: _____ Date Paid: _____

Wall Signs: Limited by the total area of all wall signs, not by the number of wall signs.

Primary Frontage

Building or tenant space width _____ lf. X District area allowance _____ sf/lf = Base sign area allowed _____ sf.

Building Setback (ROW) _____ ft. Base area increase for setback over 100 ft. _____ % = Increase allowed _____ sf.

Primary frontage maximum sign area allowed _____ sf.

Total primary frontage sign area proposed _____ sf.

Secondary frontage (corner lot or side/rear entrance)

Secondary frontage maximum sign area allowed is 1/2 of primary frontage maximum sign area _____ sf.

Total secondary frontage sign area proposed _____ sf.

Freestanding Sign: Allowances for District

Max. Height _____ ft. ▪ Min. Setback (ROW) _____ ft. ▪ Min. Setback Sideline _____ ft. ▪ Max. Area _____ sf.

Lot Frontage _____ ft. Percent area increase for frontage over 200 ft. _____ % = Increased area allowed _____ sf.

Total sign area allowed (not more than 75 sf.) _____ sf.

Proposed:

No. Signs _____ Height _____ ft. Setback (ROW) _____ Setback Sideline _____ ft. Total sign area proposed _____ sf.

Projecting Sign: (C-2 District Only) ▪ Max. Width - 3 ft. ▪ Max. Height - 4 ft. ▪ Max. Area - 12 ft.▪

Tenant space width _____ lf. Proposed height from grade to top of sign or support (greater) _____ ft.

Proposed height (grade to bottom of sign) _____ ft. ▪ Sign Width _____ ft. ▪ Sign Height _____ ft. ▪ Sign Area _____ ft.

The Sign Permit for the sign(s) included in this application is hereby **APPROVED/DENIED**.

Zoning Inspector: _____ Date Reviewed: _____ Date Issued: _____ Field Checked: _____

Reason for Denial: _____