

CITY OF GAINESVILLE
COMMUNITY DEVELOPMENT DEPARTMENT
311 HENRY WARD WAY (P. O. BOX 2496)
GAINESVILLE, GEORGIA 30503
PHONE: (770) 531-6570 FAX: (770) 297-7826
Email: planning@gainesville.org
Website: www.gainesville.org



APPLICATION FOR SIGN PERMIT

SIGN LOCATION INFORMATION:

Business Name:	Contact Name:
Address:	City/State/Zip:
Phone:	Email : <input type="checkbox"/> Owner <input type="checkbox"/> Other

SIGN CONTRACTOR INFORMATION:

Name:	Contact Name:
Address:	City/State/Zip:
Phone:	Email:

PERMANENT SIGN:

NUMBER OF SIGN(S): ___ Monument ___ Wall	ESTIMATED COST OF WORK: \$ _____
1st - Monument Sign Height ___ ft. / Length ___ ft. Sign Structure _____ sq. ft. <i>(Includes base of sign)</i> Sign Face _____ sq. ft. Setback ___ ft.	2nd - Monument Sign Height ___ ft. / Length ___ ft. Sign Structure _____ sq. ft. <i>(Includes base of sign)</i> Sign Face _____ sq. ft. Setback ___ ft.
1st - Wall Sign Wall Length ___ ft. Sign Height ___ ft. Sign Length ___ ft. Sign Square Feet _____	2nd - Wall Sign Wall Length ___ ft. Sign Height ___ ft. Sign Length ___ ft. Sign Square Feet _____
Permit Fees: 0 – 75 Sq. Ft. \$30.00 76 – 150 Sq. Ft. \$45.00 151 – 225 Sq. Ft. \$60.00 226 Sq. Ft. - & over \$75.00 <i>(Above fees do not include electrical permit if applicable.)</i>	

TEMPORARY SIGN:

NUMBER OF SIGN(S): <input type="checkbox"/> Banner <input type="checkbox"/> Yard Sign <input type="checkbox"/> Inflatable	DISPLAY DATES: _____ to _____
SIGN 1: Height ___ ft. / Length ___ ft. / Square feet _____	
SIGN 2: Height ___ ft. / Length ___ ft. / Square feet _____	No Permit Fees for Temporary Signs.

Permanent Sign Information:

Free standing signs shall be monument or ground signs setback a minimum of five (5) feet from the right-of-way and outside of sight triangles. The applicant shall provide a site plan showing the location of the sign(s), rendering with sign dimensions, footing and electrical details, copy of the sign contractor’s business license and photo ID.

Temporary Sign Information:

Temporary signs may be displayed up to sixty (60) days in a calendar year for the same business or organization. Temporary signs must be outside of all right-of-way areas and sight triangles and are limited to one per road frontage which may include a banner not to exceed 32 square feet in size, 4 square foot yard sign, or inflatable sign. Banners shall be securely mounted to a building wall, existing free standing sign or to the ground. Temporary signs are not permitted to be mounted to a fence or retaining wall. The applicant shall provide a site plan showing the location of the sign(s) and a rendering or picture of the sign(s) with dimensions.

A full description of the sign code can be found within Article 9-18 of the Unified Land Development Code located on our website at www.gainesville.org/codes-1.

I HEREBY CERTIFY THAT I HAVE READ AND COMPLETED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT.
 I UNDERSTAND THIS DOCUMENT IS FOR INFORMATIONAL PURPOSES AND NO WORK WILL BEGIN UNTIL A PERMIT HAS BEEN ISSUED.

SIGNATURE OF APPLICANT _____

(DATE)

E-mail the completed application and all required sign information to above address.