



6701 GREENWICH ROAD  
P. O. BOX 750  
WESTFIELD CENTER, OH 44251  
330-887-5151

**APPLICATION FOR SIGN PERMIT**

The Zoning Inspector must approve the application and all appropriate fees must be paid before a permit will be issued.

**APPLICANT TO COMPLETE THIS SECTION**

COMPANY NAME: \_\_\_\_\_

COMPANY ADDRESS: \_\_\_\_\_

COMPANY TELEPHONE NUMBER: \_\_\_\_\_

PROPERTY OWNER'S NAME: \_\_\_\_\_

PROPERTY OWNER'S ADDRESS: \_\_\_\_\_

PROPERTY OWNER'S TELEPHONE NUMBER: \_\_\_\_\_

APPLICATION FOR (CIRCLE APPLICABLE ITEM): TEMPORARY SIGN                      PERMANENT SIGN

PARCEL NUMBER AND/OR ADDRESS OF WHERE SIGN WILL BE PLACED: \_\_\_\_\_

ZONING DISTRICT: \_\_\_\_\_

DESCRIPTION OF SIGN: \_\_\_\_\_

DIMENSIONS OF STRUCTURE: \_\_\_\_\_ TOTAL SQUARE FOOTAGE: \_\_\_\_\_

PLACEMENT OF SIGN ON PROPERTY: FRONT YARD \_\_\_\_\_ SIDE YARD \_\_\_\_\_

APPLICANT'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

PROPERTY OWNER'S SIGNATURE (IF DIFFERENT THAN APPLICANT): \_\_\_\_\_

DATE: \_\_\_\_\_

**NOTE: TEMPORARY SIGNS AND SPECIAL EVENT SIGNS ON A GIVEN PREMISES SHALL BE PERMITTED FOR A PERIOD OF TIME NOT TO EXCEED SEVEN (7) CONSECUTIVE DAYS. (SECTION 1280.11.B)**

**A site plan that showing the exact location of the sign on the property must be attached to this application.**

APPROVED: \_\_\_\_\_  
ZONING INSPECTOR

DATE: \_\_\_\_\_

PERMIT EXPIRES: \_\_\_\_\_

<b>TEMPORARY SIGN TO BE REMOVED BY:</b> _____
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REJECTED: \_\_\_\_\_  
ZONING INSPECTOR

DATE: \_\_\_\_\_

VARIANCE NEEDED: \_\_\_\_\_  
\_\_\_\_\_

**VERIFICATION OF RECEIPT OF FEES**

<b>FEE</b>	<b>DATE PAID</b>	<b>PAYMENT METHOD</b>	<b>PAY-IN VOUCHER NUMBER</b>

Cc: Tax Department