

APPLICATION FOR CERTIFICATE OF SIGN COMPLIANCE

VILLAGE OF FAIRMONT CITY • 2601 N. 41ST STREET • FAIRMONT CITY, IL 62201 • (618) 874-6100

Application Number: _____ Fee: _____ Date Fee Paid: _____

CREATED 4/03

IMPORTANT INSTRUCTIONS

Before constructing or installing any sign regulated by the Fairmont City Zoning Code, the owner of the property on which the sign is to be constructed or installed, or the person, firm, or corporation constructing or installing the sign, must submit this application for sign compliance and be issued a certificate which indicates compliance. This certificate proves that the plans for a proposed sign have been reviewed by the Zoning Administrator and found to be in compliance with the Zoning Code.

The Zoning Administrator may, in some cases, find that plans for a specific sign do not agree with the zoning regulations. When that happens, the Zoning Administrator will notify the applicant who can; 1) modify the plans to bring them into compliance; or 2) appeal the decision of the Zoning Administrator [if the decision is one of interpretation]; or 3) request a variation from the regulations [if a variation is allowable in this situation]; or 4) request to have the zoning regulations amended.

After completion of the construction or installation authorized by the certificate, the actual sign must be reviewed by the Zoning Administrator who confirms that the sign was erected as planned and approved.

APPLICANT NAME: _____ Phone #: _____

Address: _____ City: _____ State: _____ Zip: _____

CHECK IF: _____ Property Owner _____ Contract Purchaser _____ Lessee _____ Other (_____)

OWNERS NAME: _____ Phone #: _____

Address: _____ City: _____ State: _____ Zip: _____

BUSINESS NAME: _____

ADDRESS OF PROPERTY: _____

PERMANENT TAX NUMBER: _____ LOT #: _____ ZONING DISTRICT: _____

USE OF PROPERTY: (CHECK ALL THAT APPLY)

RESIDENTIAL: _____ Single Family _____ Duplex _____ Uniplex _____ Multi-Family (# of units _____)

_____ Manufactured Home _____ Modular Home

ACCESSORY USES: _____ Garage _____ Carport _____ Swimming Pool _____ Other (_____)

BUSINESS USES: _____ Commercial _____ Industrial _____ Home Occupation TYPE: _____

VACANT LOT: _____ OTHER USE: _____

TYPE OF SIGN(S) TO BE CONSTRUCTED OR INSTALLED:

- | | | |
|---|---|---|
| <input type="checkbox"/> Freestanding sign | <input type="checkbox"/> Roof mounted sign | <input type="checkbox"/> Off-property freestanding sign |
| <input type="checkbox"/> Flush mounted sign | <input type="checkbox"/> Canopy or marquee sign | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Projecting sign | <input type="checkbox"/> Mobile marquee | |

FOR EVERY PROPOSED SIGN, ATTACH DETAILED DRAWINGS WHICH INCLUDE THE FOLLOWING INFORMATION AS APPLICABLE:

- | | |
|--|--|
| <input type="checkbox"/> Sign height from ground to top of sign | <input type="checkbox"/> Sign message for each face |
| <input type="checkbox"/> Sign height from ground to bottom of sign | <input type="checkbox"/> Sign projection from wall to which it is attached |
| <input type="checkbox"/> Sign length and width | <input type="checkbox"/> Type of illumination and electrical plans |
| <input type="checkbox"/> Number of message faces | |

COMPLETE ADDITIONAL INFORMATION ON REVERSE SIDE

PROVIDE THE NAMES OF THE FOLLOWING AS APPLICABLE:

SIGN COMPANY: _____ Phone #: _____

Address: _____ City: _____ State: ___ Zip: _____

ELECTRICIAN: _____ Phone #: _____

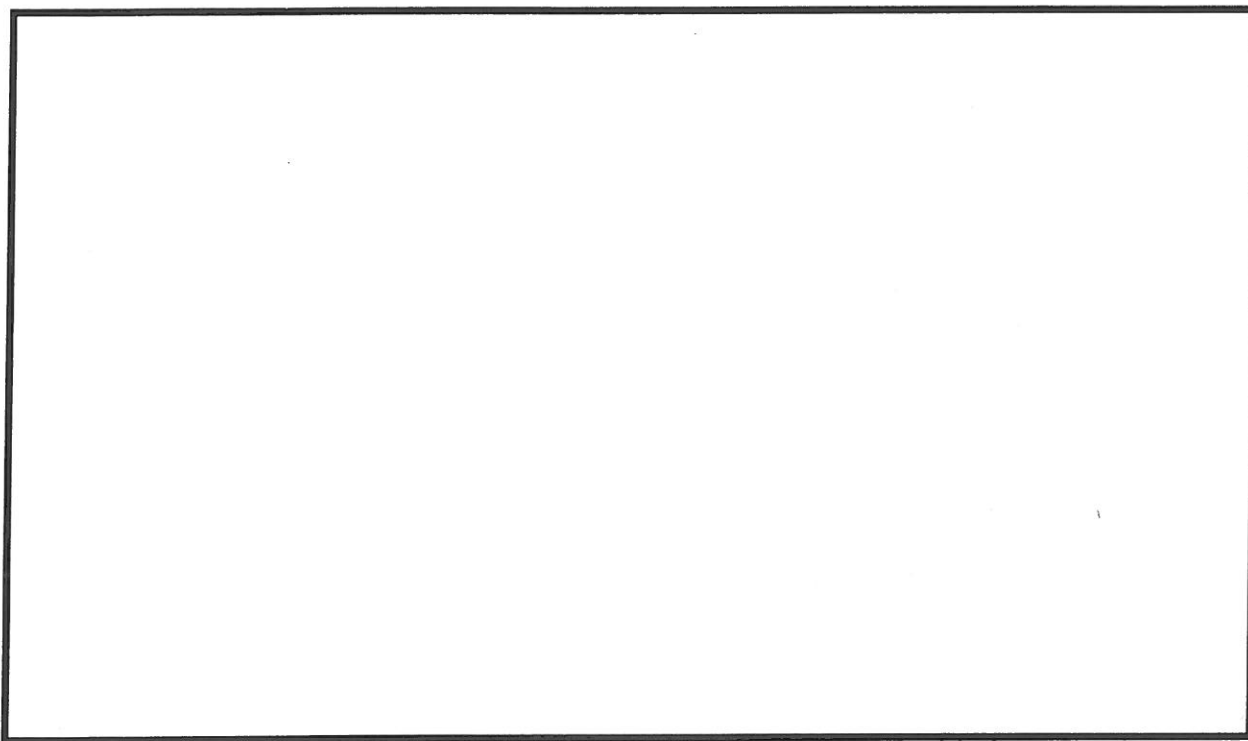
Address: _____ City: _____ State: ___ Zip: _____

SITE PLAN

Draw a plan of the property to scale, including all of the following: (a larger plan can be substituted)

Check each item once you have included it in your plan.

- The names and locations of all adjoining streets and the locations of all right-of-way
- The location and dimensions of all lot lines, easements, underground utilities, etc.
- The location and dimensions of all **existing and proposed** buildings, driveways, and parking areas
- The distances between all lot lines and every building or structure, and between buildings
- The location of every sign and the distances between free-standing signs and property lines
- Indicate the scale of your drawing as 1" = _____ ft. and identify North



YOU MUST ALSO SUBMIT THE FOLLOWING ATTACHMENTS WITH YOUR APPLICATION:

_____ The legal description for property in question

_____ Detailed plans and drawings for every sign

BY MY SIGNATURE BELOW, I CERTIFY THAT ALL OF THE ABOVE STATEMENTS AND THE INFORMATION CONTAINED IN ANY DOCUMENT OR PLANS SUBMITTED HERewith, ARE TRUE AND ACCURATE. I HEREBY CONSENT TO THE ENTRY IN OR UPON THE PREMISES DESCRIBED HEREIN, BY ALL AUTHORIZED OFFICIALS OF THE VILLAGE OF FAIRMONT CITY FOR THE PURPOSE OF INVESTIGATING THIS APPLICATION, INSPECTING THE PROPOSED WORK, AND POSTING, MAINTAINING, AND REMOVING ANY NOTICES REQUIRED BY ORDINANCE.

APPLICANT: _____ DATE: _____

OWNER: _____ DATE: _____