

# CITY OF ALGONA

## APPLICATION FOR Sign Permit

200 Washington Boulevard  
Algona, WA 98001  
(253) 833-2897



<b>Application #</b>		<b>Date Received</b>	
<b>Amount Paid</b>		<b>Received By</b>	
<b>Receipt #</b>		<b>Date Complete</b>	

### PROPERTY OWNER INFORMATION

<b>Legal Owner's Name</b>					
<b>Owner's Address</b>					
<b>City</b>		<b>State</b>		<b>Zip</b>	
<b>Phone</b>			<b>Email</b>		
I certify under the penalty of the laws of the State of Washington that I am the property owner of the property that is the subject matter of this application and I am authorizing to and hereby do consent to the filing of this application and acknowledge that the final approval by the City of Algona, if any, may result in restrictions, limitations, and construction obligations being imposed on this real property.					
<b>Printed Name of Property Owner(s)</b>					
<b>Signature of Property Owner(s)</b>					

### APPLICANT INFORMATION (If different from property owner)

<b>Applicant's Name</b>					
<b>Applicant's Address</b>					
<b>City</b>		<b>State</b>		<b>Zip</b>	
<b>Phone</b>			<b>Email</b>		
<b>Applicant's Signature</b>					

### PRIMARY CONTACT INFORMATION (If different from property owner)

<b>Contact's Name</b>					
<b>Contact's Address</b>					
<b>City</b>		<b>State</b>		<b>Zip</b>	
<b>Phone</b>			<b>Email</b>		

#### INSTALLER/CONTRACTOR

<b>Company Name</b>					
<b>Contact's Name</b>					
<b>Contact's Address</b>					
<b>City</b>		<b>State</b>		<b>Zip</b>	
<b>Phone</b>			<b>Email</b>		
<b>City Bus. Lic. #</b>			<b>State Contr. Lic. #</b>		

#### PROPERTY INFORMATION

<b>Address</b>			
<b>Parcel Number(s)/</b>			
<b>Acreage/Square Feet</b>		<b>Zoning</b>	
<b>Use</b>			
<b>Outstanding Permit(s) Numbers</b>			

#### PROJECT DESCRIPTION

<p><b>Please provide a brief description of your proposal including the size and type of sign desired for installation.</b></p>	
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## SUBMITTAL REQUIREMENTS FOR Sign Permit



### MINIMUM SUBMITTAL REQUIREMENTS

The following items are the minimum initial submittal requirements for processing sign permits.

- ☐ A site plan showing location in relation to buildings, property lines, and public right-of-way including the size and location of all existing signs on the property (show total linear feet of building frontage and frontage on public right-of-way)
- ☐ A scale drawing of proposed sign or sign revision showing size, height, copy, structural and footing details, and material specifications
- ☐ Electrical load with name of electrical contractor responsible for installation of service feed wires if other than sign contractor, if applicable

Please refer to Algona Municipal Code Chapter 22.64 for code specifications regulating signs within the City of Algona.