

Date Received: \_\_\_\_\_

Permit Number: \_\_\_\_\_

## VILLAGE OF TINLEY PARK, ILLINOIS PERMANENT SIGN PERMIT APPLICATION

### The following items must be submitted with this application:

- ☐ One (1) color copy of the sign plan, including all dimensions and the square footage of the sign.
- ☐ One (1) color rendering of the sign as it is proposed on the building or on the property.
- ☐ An aerial photograph, current Plat of Survey, and/or Site Plan with the sign location marked.
- ☐ A copy of written consent from the owner of the building or land on which the sign is to be erected.
- ☐ UL Listing or documentation from a nationally-recognized testing laboratory.
- ☐ Completed Sign Information Page for each sign.

### APPLICANT & BUSINESS INFORMATION

Name of Applicant: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Applicant's Company: \_\_\_\_\_ Email: \_\_\_\_\_  
Person to Call When Permit is Ready: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Name of Business: \_\_\_\_\_  
Business Address: \_\_\_\_\_  
Name of Business Owner: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Name of Property Owner: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Management Company: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Management Company Address: \_\_\_\_\_ ☐ Not Applicable

### CONTRACTOR INFORMATION

Sign Installer: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Sign Installer Address: \_\_\_\_\_  
Electrician: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Electrician Address: \_\_\_\_\_ ☐ Not Applicable  
Masonry Installer: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Masonry Installer Address: \_\_\_\_\_ ☐ Not Applicable  
Concrete Installer: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Concrete Installer Address: \_\_\_\_\_ ☐ Not Applicable

**\*\*\* ATTACH SIGN INFORMATION PAGE FOR EACH SIGN \*\*\***

PLEASE MAKE SURE THAT THE APPLICATION IS COMPLETE AND THAT THE  
PROPOSED SIGNAGE MEETS ALL APPLICABLE VILLAGE CODES BEFORE SIGNING.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

VILLAGE OF TINLEY PARK, ILLINOIS  
PERMANENT SIGN PERMIT APPLICATION: SIGN INFORMATION PAGE

**SIGN INFORMATION**

Please provide the following information for each sign. Copy this page as needed.

Sign # \_\_\_\_\_ of \_\_\_\_\_ (total quantity of signs) Estimated Cost of Sign: \_\_\_\_\_

Sign Location: ☐ On Building (wall/façade) ☐ On Property (freestanding) ☐ On Building (window/door) ☐ Other Location: \_\_\_\_\_

Notes on Sign Location: \_\_\_\_\_

Sign Height: \_\_\_\_\_ Sign Length: \_\_\_\_\_ Sign Weight (lbs.): \_\_\_\_\_

*Freestanding Signs Only:* Total Sign Height: \_\_\_\_\_ Landscaping at Base (sq.ft.): \_\_\_\_\_

Sign Face Area (sq.ft.): \_\_\_\_\_ Tenant's Gross Floor Area (sq.ft.): \_\_\_\_\_

Tenant's Building Frontage (ft.): \_\_\_\_\_ Tenant's Lot Frontage (ft.): \_\_\_\_\_

Sign Text: \_\_\_\_\_

Sign Colors: \_\_\_\_\_

Sign Materials: \_\_\_\_\_

Illumination? ☐ None ☐ Yes: \_\_\_\_\_

Type of Anchor(s) Used to Support Sign: \_\_\_\_\_

Type of Material that Sign is Being Anchored To: \_\_\_\_\_

Office Use Only:

Zoning District: \_\_\_\_\_

Sign Type: \_\_\_\_\_

Variance? ☐ No ☐ Yes: \_\_\_\_\_

Change to Nonconforming Sign? ☐ No ☐ Yes: \_\_\_\_\_

Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_