



Sign Permit Application

1900 4th St. N.
Wahpeton, ND
Phone: 701-642-6565
Fax: 701-642-1428

Applicant Information

Permit No.:

Property Address of Sign: _____

Owner(s) of Property:

Name(s): _____ Address(es): _____ Telephone Number(s): _____

Tenant/Occupant of Building

Name of Business: _____ Contact: _____

Address: _____ Phone: _____ Fax: _____

Sign Company:

Name of Business: _____ Contact: _____

Address: _____ Phone: _____ Fax: _____

State Contractors License #: _____

City Contractors License #: _____

Type of Work	<input type="checkbox"/> -New Sign	<input type="checkbox"/> -Portable	<input type="checkbox"/> -Renovation	<input type="checkbox"/> -Replacement		
Type of Sign <small>(Check All That Apply)</small>	<input type="checkbox"/> -ON-PREMISE	<input type="checkbox"/> -OFF-PREMISE	<input type="checkbox"/> -Fin	<input type="checkbox"/> -Pole	<input type="checkbox"/> -Ground	<input type="checkbox"/> -Roof*
	<input type="checkbox"/> -Wall	<input type="checkbox"/> -Projecting	<input type="checkbox"/> -Combination	<input type="checkbox"/> -Electric	<input type="checkbox"/> -Illuminated	

*Designed by a registered professional engineer.

Sign Description	
How many faces will the Sign have? _____	
Horizontal length of Sign: _____	Vertical Length of Sign: _____
Thickness of Sign: _____	Copy Area: _____
Single Sign Face Area: _____	Sign Clearance from Grade: _____
Top of Sign Height from Grade: _____	from Roof: _____
from Roof: _____	
Will the Sign project beyond property line <input type="checkbox"/> -Yes <input type="checkbox"/> -No	If Yes, how far? _____

Attachments

Please ensure the following has been completed, if applicable:

- Completed Sign Permit Application
- Existing Sign Survey (Form Attached)
- Site Plan Drawn to Scale (2 copies showing building frontage, curb lines, property lines, and location of sign on property)
- Sign Diagram Plan (2 copies showing dimensions of all proposed signs and cabinet)
- Engineering Drawings and Schedules, if required

Declaration of Applicant/Agent

THE ISSUANCE OF A PERMIT SHALL NOT BE CONSTRUED TO BE A PERMIT FOR, NOR AN APPROVAL OF, ANY VIOLATION OF ANY ORDINANCE ADOPTED BY THE CITY OF WAHPETON. I HEREBY ACKNOWLEDGE THAT I HAVE READ THIS APPLICATION AND STATE THAT THE ABOVE IS CORRECT AND AGREE NOT TO START THIS PROJECT UNTIL THIS APPLICATION IS APPROVED, AND SHALL COMPLY WITH THE LAWS OF THE STATE OF NORTH DAKOTA THE ZONING ORDINANCES AND THE BUILDING CODE AS ADOPTED BY THE CITY OF WAHPETON. ANY VIOLATION OF THE ABOVE NOTED TERMS WILL CAUSE IMMEDIATE REVOCATION OF THIS PERMIT.

APPLICANT SIGNATURE

DATE

