



The Hospitality City.

Sign Permit Application

Valuation: _____

(Copy of Contract Required)

SIGN INFORMATION

TYPE OF SIGN: _____

SIZE OF SIGN: _____ (WIDTH) X _____ (HEIGHT) = _____ SQ. FT.

SIGN COLORS: _____ (BACKGROUND) _____ (LETTERING)

LOCATION OF SIGN: _____

SIGN MESSAGE: _____

DATES DISPLAYED: _____ TO _____ = _____ TOTAL DAYS
Month/Day/Year Month/Day/Year

BUSINESS INFORMATION

BUSINESS / APPLICANT NAME

PHONE NUMBER

BUSINESS ADDRESS

APPLICANT SIGNATURE

DATE

PROPERTY OWNER SIGNATURE

DATE

IN SIGNING THIS PERMIT THE APPLICANT AGREES TO ABIDE BY THE REGULATIONS OF THE CITY'S SIGN ORDINANCE.

*** Please see attached submittal requirements for both On Premise and Off Premise Signs***

City of Waveland
Sign Permit Application Submittal Requirements

On Premise Signs

1. For all signs subject to permit, the overall height (or position on a building), shape, dimensions, area, materials, method of support or attachment, lighting, location of the property, and planned date of erection.
2. A drawing to scale of the sign, clearly showing internally lighted or moving, or both, components. When the sign is an attached type, the building façade will be shown in the drawing or in an accompanying photograph.
3. The location, dimensions, and height (or position on a building) of existing signs displayed by the same interest of activity.
4. A site plan drawn to scale, showing the location of the proposed sign, and all other signs displayed by the same interest or activity.
5. Whether the sign is within the area and height limits for the applicable category of activity as required.

Off Premise Advertising Signs

1. *In addition to the information noted in Subsection B*, applications for off-premise advertising signs shall contain the following information:
2. A statement that evidence of the required liability insurance is on file with the Building Official.
3. Proof of approval from the Mississippi Department of Transportation to erect the sign.
4. Proof that the applicant is legal owner of the property where the sign is to be erected, or a copy of a valid lease from the legal owner of the property permitting the applicant to erect and maintain the sign.
5. The fee for a permit application will be proportional to the value of the sign, using the same schedule as applies to building permits for commercial construction at the time of the application.
6. Applications for a permit to erect a sign made by an individual or corporation, who has previously erected a sign deemed to be in noncompliance with the provisions of this ordinance shall not be considered until the deficiencies cited with the previous sign are remedied.

Please see the complete Regulations for Signs (Section 405 of the Zoning Ordinance)