

VILLAGE OF CHAGRIN FALLS BUILDING DEPARTMENT
Application for sign permit

ABR PERMIT No. _____
BLDG. PERMIT No. _____

Date: _____

Address where sign is going to be installed: _____

Business name on sign: _____ Ph#: _____

Property Owner: _____ Phone#: _____

Applicant: _____

Applicant address: _____

City: _____

Sign company Installer: _____

Address: _____ Ph# _____

Sign contractors installing such signs must be registered with the village of Chagrin Falls prior to installation of signage.

Submitting for: Awning, Canopy, Sign, # of signs: _____

Sign Type: Wall sign, Post Sign, Projecting sign, Temporary sign

All signage must be submitted to the ABR for approvals. ABR meets the 1st & 3rd Tuesday of each month. Deadline is 12:00 noon 11 days prior to the meeting.

The following information must be submitted with sign submission:

- (3) diagrams of sign position in relation to nearby buildings
- (3) sets of dimensioned drawings, include materials, specifications
- (1) set of photographs of proposed sign and it's
- (1) color swatch or sample
- Written consent from building owner

Architectural Board of Review

Date of review: _____
Approved : _____
Rejected: _____

Fees
Fee required at time of submission

Awnings & Non –Illuminated sign each sign face	\$50.00
Total Fee's due	\$ _____
Date paid	_____

Applicant Signature: _____ Date: _____

OFFICE USE:

Zoning approval: _____ Date: _____