

# AREA PLAN COMMISSION EVANSVILLE-VANDERBURGH COUNTY

## County Off-Premise Sign Permit Application

Applicant Information
Date:
Business Name:
Contact Person:
Mailing Address:
Phone #:

Property Information
Property Address:
Owner's Name:
Contact Person:
Phone #:

Lease Information
Lessor's Name:
Lessee's Name:
Lessee's Contact Person:
Lessee's Phone #:

Information required with the submittal of this application: (attach one copy of each)

**-Engineered structural plans including elevation and plan views showing height above grade level, dimensions, spacing between faces, and degree of angle for V-type signs.**

**-Commercial site plans meeting the requirements for Commercial Review by the Site Review Committee, including a surveyor certification of the exact location of sign from property lines; center lines of abutting streets or rights-of-way; distance to the nearest point of any existing off-premise sign within a 500 foot radius; distance to the nearest sign within 1000 feet along the same side of the street; and distance to the nearest residential district or residence, public park, church, school, or museum within a 300 foot radius.**

**-Legal description or boundary description of the property where the sign is to be located.**

**-Proof of consent from the owner of the site.**

Submit application to our office at 1 N. W. Martin Luther King Jr. Boulevard, Civic Center Complex, Room 312, Evansville, IN 47708. Additional information may be requested. The applicant will be contacted when the permit is ready to be issued. The permit fee will be due at the time of issuing the permit. An approved permit application will be kept on file for not more than 30 days, after which the application will expire. The outline of the pole must be clearly indicated on the site at the time of application.