



12. Size:

Single Sided       Double Sided

Dimensions:

Depth: \_\_\_\_\_ Ft.      Length: \_\_\_\_\_ Ft.      Height: \_\_\_\_\_ Ft.

13. Type of Sign: *Check all that apply.*

Flat or Window       Ground/Monument      Height at top of monument: \_\_\_\_\_ Ft.

Projecting from Building       Pole Sign      Height at top of pole: \_\_\_\_\_ Ft.

Individual Letters      Width of building or suite: \_\_\_\_\_ Ft.

Logo      Width of building or suite: \_\_\_\_\_ Ft.

**Note: Signs requiring foundations such as ground, monument and pole signs are also subject to a building permit fee.**

14. Are there other existing or proposed signs on this lot?       Yes       No

If "Yes", list the type and size of all signs: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

15. Estimated Cost of Project \$ \_\_\_\_\_

16. **SIGNATURE:** I hereby certify that I am requesting this permit on behalf of all owners of the property and that the information contained in this application and attachments is true and correct and that any misrepresentations or misstatement of facts shall be grounds for denial or revocation of the permit.

No work shall begin until the proper permits have been issued. If work begins prior to issuance of a permit, all fees may be subject to a penalty equal to the total cost of the permit. The applicant is responsible for meeting all requirements of the Kentucky Building Code and local zoning ordinances. All fees are nonrefundable.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Owner or Contractor Signature      Date

The following documents are **required for all** projects and must be submitted with all applications.

- Two (2) sets of building plans [**Three (3) sets if located within the City of Alexandria.**]
- Two (2) copies of a site plan [**Three (3) sets if located within the City of Alexandria.**]
- Affidavit of Assurance
- Liability Insurance Certificate/Workers Compensation and Unemployment Insurance
- Contractor's Occupational License (**Campbell County and the applicable City**)
- Electrical Contractor Affidavit if applicable
- List of all subcontractors – name and address
- Change of Use / Occupancy Application if applicable
- Permit Fees per current fee schedule

\*\*\*\*\*

**INFORMATION BELOW TO BE COMPLETED BY BUILDING OFFICIAL**

**APPLICATION #'s:**

Building: \_\_\_\_\_  
Zoning: \_\_\_\_\_  
Electric: \_\_\_\_\_

FEE	DESCRIPTION	CODE
\$	Building Permit	See H for Code.
\$	Zoning Permit	SIGNPER
\$	Electric Permit	ELECPMT
\$	Other	LATEPEN / CREDITCARD
<b>\$ TOTAL AMOUNT DUE</b>		

DATE RECD: \_\_\_\_\_

- Approved**
- Approved With Conditions**
- Denied**

Current Zone: \_\_\_\_\_

Total Sq. Ft. \_\_\_\_\_

Reviewed by: \_\_\_\_\_

Cash

Check #:

Check Name: \_\_\_\_\_