



**City of Dawsonville**  
 P.O. Box 6, 415 Highway 53 East Suite 100  
 Dawsonville, GA 30534  
 Phone: (706)265-3256 Fax (706)265-4214  
 Website: [www.dawsonville-ga.gov](http://www.dawsonville-ga.gov)

## Sign Permit Application

**LOCATION:** Address: \_\_\_\_\_ Business: \_\_\_\_\_  HISTORIC DISTRICT

**PROPERTY OWNER:** Name\*: \_\_\_\_\_  Letter of owner authorization

Address/City/Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

**APPLICANT:** Name\*: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

**SIGN CONTRACTOR:** Name of person, firm, corporation or association erecting the structure:

Sign Company: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Business License#: \_\_\_\_\_ (Copy attached)

**SIGN:** Materials: \_\_\_\_\_ Color(s): \_\_\_\_\_ Dimensions: \_\_\_\_\_ Sign Size: \_\_\_\_\_ sq. ft.

Free-Standing  Monument  Temporary/Banner  Wall Linear feet of Building Façade: \_\_\_\_\_ Zoned: \_\_\_\_\_

Copy Change Board  Lighted Sign (electric permit also required)  Projecting  Menu Board / Sign with Canopy (building permit also required)

**Person/Company responsible for Maintenance & Up-keep of Sign:** \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

	Quantity	Total Due
<b>Sign Review/Permit Fee:</b> \$100.00 each sign		\$

### Documents to be submitted to the City of Dawsonville:

- A plan containing the necessary information for sign compliance with all relations of the SBCCI Standard Building Code (as amended) and NEC Electrical Code, and sign footing for freestanding signs, including:
  - \* Scaled site plan and elevation drawings.
  - \* Structural details or other information necessary to insure compliance with the provisions of these regulations and all applicable codes. Any electrical permit required and issued for said sign.
  - \* An accurate scale drawing of plans, specifications and method of construction and attachment to the building or ground for the sign, including a scale drawing showing drives, structures and any other limiting site features.
  - \* Authorization by owner, if applicable
  - \* Color of material samples described and keyed to the proposed sign.
  - \* Zoning, property dimensions, vicinity map, site address, highway, right of way & compliance with the electrical code.
  - \* Copy of tests sheets and calculations showing the structure is designed for dead load and wind pressure in any direction in the amount required by this and all other laws and ordinances of the City of Dawsonville.
  - \* A site plan drawn to scale which specifies the location of the sign structure, and drawings or photographs which show the scale of the sign in context with the scale of the building if the sign is to be mounted on the building.
  - \* Colored rendering or scaled drawing including dimensions of all sign faces, descriptions of materials to be used, manner of construction and method of attachment, and color samples.
  - \* A complete signage plan for any commercial building which houses more than one business. This must be submitted prior to issuance of a permit for any one sign on the building.
  - \* Any and all such other information as the Mayor or his representative shall require to show full compliance with this and any and all laws and ordinances of the City of Dawsonville

All work permitted & authorized by the city must be completed & installed in 1 year or the sign permit shall become null and void. Sign permit must be displayed at the sign and accessible for inspection. The undersigned agrees to comply with all terms of the City of Dawsonville sign ordinance. Otherwise, the undersigned acknowledges that he or she can be punished based upon the terms of the ordinance. The undersigned acknowledges that he or she has read and understands all terms of this application.

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Office Use Only:

Received: \_\_\_\_\_ Paid \$ \_\_\_\_\_ Check # \_\_\_\_\_ /Cash Reviewed by \_\_\_\_\_ Approved: Yes No Date: \_\_\_\_\_