City of Glenarden

"A City on the Move"
James R. Cousins Building
8600 Glenarden Parkway
Glenarden, Maryland 20706

SIGN PERMIT

Application for Sign Permit

Date of Application

INTAKE

Received by: _____

Date: _____

SITE INFORMATION				
Site Location (Address):	Land Tax Account:	Subdivision:	Tax Map:	Payment Received: Received By: Date Received:
City/State/Zip:	Lot:	Block:	Parcel:	

Type of Work: (Please check one)

- ☐ **Erect New Sign**
- ☐ **Replace New Sign**
- ☐ **Reface or alter existing sign**
- ☐ **Validate existing sign**

Type of Sign: (Please check one)

- ☐ **Ground (freestanding)**
- ☐ **Building (includes roof/projecting)**
- ☐ **Billboard (off-site advertising)**
- ☐ **Temporary (up to 6 months)**

Application Package Requirements

- **Completed application checklist**
- **Signed Checklist**
- **Filing fee payment**
- **Required plans and cost estimate** ***(see application checklist)***

Total Street Frontage (ft) _____
Width of building front (ft) _____
Location of Premises _____

Sign:
Principal Wording: _____
Individual letters of attached directly to facia building **YES** ☐ **NO** ☐

Construction Cost $ _____
Dimensions of Sign _____ **Total Area** _____ **Square Feet**

Distance of main building from front street line:
If GROUND sign, height to top of sign above grade from sign base: _____
If ROOF sign, heights to top of sign above roof line of parapet wall: _____
If PROJECTING sign, maximum projection past the building wall: _____

PROPERTY OWNER INFORMATION	
Name:	
Address:	City/State/Zip:
Telephone Number:	

Authorization:
I hereby certify that I am the property owner, that the application is correct, and that the sign erection will advertise the legal use located on the same property as the sign and constructed in accordance to the Building and Electrical Code, as appropriate.

_____ _____ _____
Signature Print Name Date