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CITY OF FRISCO  
DEVELOPMENT SERVICES  
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## Sign Permit Requirements

***Incomplete applications/submittals will not be accepted***

-**Completed application.** Separate application required for EACH sign (Application must include contractor registration number)

- **Approved Site Plan/Facade** (Clearly indicates location of sign and the two nearest intersections for all Monument, Project and Real Estate Signs; if a sign coordination plan is in place the plan and page number needs to be referenced; Setbacks for the sign must be clearly marked)

- **Legible** plans that include:

- Dimensions of the proposed sign including all spaces in between and placement of sign
- Length of the wall the proposed sign is to be mounted on, if it is a projected wall include the length of projected wall; only include the length of the lease space
- Height of the wall the proposed sign is to be mounted on, not including the parapet; only include the height of the lease space
- Directional elevation reference



PROGRESS IN MOTION  
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## SIGN PERMIT APPLICATION

PERMIT NO. SN \_\_\_\_ - \_\_\_\_

*An incomplete application will delay the review process or cause denial of the application.*

|                             |             |                             |       |
|-----------------------------|-------------|-----------------------------|-------|
| PROJECT ADDRESS:            |             |                             |       |
| CERTIFICATE OF OCCUPANCY #: | SUBDIVISION | LOT                         | BLOCK |
|                             |             |                             |       |
| <b>NAME:</b>                |             | <b>EMAIL:</b>               |       |
| TENANT                      | ADDRESS:    | TELEPHONE:                  |       |
|                             |             |                             |       |
| <b>NAME:</b>                |             | <b>REGISTRATION NUMBER:</b> |       |
| CONTRACTOR:                 | ADDRESS:    | TELEPHONE:                  |       |
|                             |             |                             |       |
| <b>NAME:</b>                |             | <b>EMAIL:</b>               |       |
| APPLICANT:                  | ADDRESS:    | TELEPHONE:                  |       |
|                             |             |                             |       |

TEMPORARY CONSTRUCTION FENCE  BANNER  INFLATABLE (BALLOON)  GRAND OPENING BALLOONS / ARRANGEMENT

Total Square Footage of Sign \_\_\_\_\_  
 (Example -- 20 sq ft or 2' x 10)

Requested Dates \_\_\_\_\_  
 (Example -- June 1 - June 14, 2007)

A-FRAME  COMMERCIAL REAL ESTATE  INDIVIDUAL/INTERNAL MONUMENT  UNIFIED MONUMENT  MENU BOARD  
 MURAL  MODEL HOME  PROJECT DEVELOPMENT  PANEL KIOSK  SUBDIVISION IDENTITY / MONUMENTATION

Total Square Footage of Sign \_\_\_\_\_  
 (Example -- 20 sq ft or 2' x 10)

Set Back \_\_\_\_\_  
 Sign Height \_\_\_\_\_ Sign Length \_\_\_\_\_

AWNING  AWNING SIGN ATTACHMENTS  CANOPY  WALL  PROJECTING  ROOF (SECONDARY)

Height of Wall/Lease Space \_\_\_\_\_

Length of Wall/ Lease Space \_\_\_\_\_

Total Square Footage of Sign \_\_\_\_\_  
 (Example -- 20 sq ft or 2' x 10)

Sign Height \_\_\_\_\_ Sign Length \_\_\_\_\_

**A complete application submittal includes a plot plan or approved site plan and other details as required.**

The Undersigned applicant certifies that the project described herein will be built in accordance with plans and specification submitted at time of application. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. Granting of a permit does not presume to give authority to violate or cancel the provisions of any local or state law regulating construction or the performance of construction. When a permit has not been issued within 180 days following the date of application, the application and plan review will expire.

Applicants Signature \_\_\_\_\_

\_\_\_\_\_ Date

Applicant Name (Please Print Legibly) \_\_\_\_\_