



Sellersburg Planning & Zoning

103 S. New Albany Street

Sellersburg, IN 47172

P: 812-246-3821 ext. 226

E: permitting@sellersburg.org

APPLICATION - SIGN PERMIT

Date: _____

Type of Permit - Permanent

- Awning/Canopy
- Window
- Billboard
- Wall
- Projecting
- Temporary
- EVMS
- Monument

Type of Permit - Temporary

- Banner
- Portable
- EVMS - Portable
- Site
- Swing
- Yard

Sub-Type of Permit

- New Installation
- Non-Illuminated
- Face Replacement

Job Site Information:

Address _____ Zip _____

Value of Sign _____ Parcel Number _____

Name of Establishment _____

Current Use of Property _____

Description of Work to be Done: _____

Graphic Area for this Permit: _____ Sq. Ft. Graphic is associated with: North South East West Bldg. Elevation

Property Owner of Record:

Name _____

Street Address _____ City, State, Zip _____

Telephone Number/Ext. _____ Alt. Number _____

E-Mail Address _____

Contractor:

Contact Person Name _____

Company/Contractor Name _____

Telephone Number/Ext. _____ Alt. Number _____

Contact Person E-Mail Address _____

Is this sign located in the regulated floodplain? Yes No

PLEASE NOTE: Incomplete information will delay processing of this submittal.
For all questions regarding this form and fees, please contact us at permitting@sellersburg.org

A. Zoning Information & Graphics Related Actions:

1. Zoning District _____

2. Overlay: Gateway (GO) Airport

3. Variance # (B.Z.A.):

B. Calculation Data for Graphic (Complete only items that apply to the graphic requested; not required for face replacement.)

1. Setback from street R.O.W. line _____ ft	6. Projecting sign distance from wall to R.O.W. line _____ ft
2. Setback from front property lot line _____ ft	7. Landscaping required? <input type="checkbox"/> YES <input type="checkbox"/> NO
3. Setback from side property lot line _____ ft	8. Length of front elevation of structure _____ ft
4. Setback from rear property lot line _____ ft	9. Linear distance of public street frontage _____ ft
5. Height from grade to top of monument sign _____ ft	

C. Area of Elevation of Building Associated with Sign & Allowable Graphic Area:

1. Width _____ Ft. x Height _____ Ft. = 0 Ft. (Area of Building Associated with Sign)

NOTE: Provide all dimensions necessary to document *Area of Building Associated w/Sign* for complex building elevations.

5. Existing Graphic Area (Complete for *Face Replacement* Only) = _____ Sq. Ft.

6. Total Graphic Area for Building Elevation = _____ Sq. Ft.
(Include all existing signs of same type for same elevation)

D. Sign Permit Application Document Submittal Checklist:

1. Completed and signed application
2. Pdf of accurate, scaled elevation drawings of the sign. Drawings must include height from grade of the sign and width of the sign.
3. For Wall Signs: Pdf of structure's facade upon which the sign will be attached, indicating wall dimensions, architectural features of wall, and measurements of the sign, including the distance the sign is projecting from the face of the wall.
4. For Monument Signs: Pdf of accurate, scaled drawing of monument sign, including dimensions, height from grade, materials list, and all architectural features of the sign.
5. Pdf of site plan, drawn to scale, showing all existing structures, property lines, setbacks, easements, all adjacent streets or rights-of-way, and all existing and proposed signage on the property. Must also include setbacks from the sign to the property lines.

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