



# CITY OF ELMHURST

209 North York Street  
Elmhurst, IL 60126  
630-530-3000  
[www.elmhurst.org](http://www.elmhurst.org)

Community Development Department: 630-530-3030  
Fax: 630-530-3127

## SIGN PERMIT APPLICATION

Date \_\_\_\_\_ Permit # \_\_\_\_\_ Zoning District \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Building Owner \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Tenant \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Contractor \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Electrician \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

**SIGN DATA: Please "X" the appropriate descriptions:**

- |                |                           |
|----------------|---------------------------|
| a) ground sign | e) externally illuminated |
| b) pylon sign  | f) internally illuminated |
| c) wall sign   | g) non-illuminated        |
| d) window sign |                           |

**LOCATION**

- |               |
|---------------|
| a) north wall |
| b) south wall |
| c) west wall  |
| d) east wall  |
| e) other      |

**Please provide the following information:**

- |  |                             |
|--|-----------------------------|
| a) Two copies of Sign Drawings                 |                             |
| b) Sign area (in square feet) _____            | Approximate job cost: _____ |
| c) Sign dimensions _____                       |                             |
| d) Building frontage width _____               |                             |
| e) Lot frontage _____                          |                             |
| f) Distance from grade to top of sign _____    |                             |
| g) Distance from grade to bottom of sign _____ |                             |
| h) Material of sign _____                      |                             |

Total area of existing/proposed signs to be located on property: \_\_\_\_\_

**NOTE: DO NOT START WORK UNTIL APPLICATION IS APPROVED AND PERMITS ARE ISSUED**

The applicant hereby certifies to the correctness and knowledge of above:

SIGNATURE OF APPLICANT: \_\_\_\_\_

Permit Fee \_\_\_\_\_ Approval \_\_\_\_\_ Date \_\_\_\_\_

*(Planning & Zoning Administrator)*