

Elk Rapids Township Sign Permit Application

This is information required on the Elk Rapids Township Sign Permit Application Form. Please note that you may fill-out and mail this form to the Zoning Administrator **but you will need to meet in person to finalize the application process.** This information is just a guideline for your convenience.

Please provide the following Elk Rapids Township Sign Permit Application information:

Applicant Name

Address

City - State - Zip

Title

Company Name

Work Phone

Home Phone

FAX

E-mail

**PROPERTY INFORMATION & PROPOSED
APPLICATION USE**

**Property Tax Number Where Sign Will Be
Located**

**Address of Property Where Sign Will Be
Located**

Current Zoning on Property:

Directions to find Property

**Name & Address of Person/Firm erecting sign
or display**

Attach the following with Sign Application:

- Sketch showing position of sign or display on property or building. If sign is free standing, show a plan view of sign on lot with dimensions to lot lines, right-of-ways, drives, parking lots and buildings.
- Two (2) prints or drawings of the plans and specifications and methods of construction and attachment to the building or in the ground.
- Written consent of the owner of the building, structure or land to which or on which the structure is to be erected.
- Copy of any electrical permit required and issued for said sign.
- Certificate of insurance as required by Section 3.02 H.

In signing and submitting this application, applicant hereby verifies that he/she has thoroughly reviewed the [Elk Rapids Township Zoning Ordinance](#), The Antrim County Building Code and any applicable State law and that this structure meets all requirements.

Owner or Agent Signature:

Attach A Sketch of Proposed Activities

- Return completed Sign Permit Application to
Elk Rapids Township Zoning Administrator
Elk Rapids Township Hall
P.O. Box 367
- Elk Rapids, Michigan 49629 (231) 264-9333

OFFICE USE ONLY

Permit Issued By:

Permit Number:

Date of Issue:

Site Inspection:

Comments: