



**CITY OF NOVI - SIGN PERMIT APPLICATION
COMMUNITY DEVELOPMENT
(248) 347-0415**



**All applications must have one drawing showing fully dimensioned sign details.
All signs must have one plot plan showing sign location, any easements and right-of-way.
All ground signs require a sign foundation permit. Submit a separate building permit application for ground sign foundation along with three signed/sealed engineered drawings and calculations to the Novi Building Department.**

Address of Proposed Installation: _____ **Date** _____

Owner: _____ **Address:** _____

City: _____ **State:** _____ **Zip:** _____ **Phone:** () _____

Erector: _____ **Address:** _____ **City:** _____

State: ____ **Zip:** _____ **Erector's License No:** _____ **Phone:** () _____

Type of Sign:

____ Entranceway ____ Business Center ____ Wall ____ Ground ____ Awning ____ Projecting Sign

Is this sign illuminated? _____ **Lineal Building Frontage of this Business:** _____

Is this a multi-tenant building? _____ Is this a multi-story building?: _____

Size/Measurement: Horizontal: _____ Vertical: _____ Area Sq. Ft. _____

Height from Grade to Top of Sign: _____ **Copy to be on Sign:** _____

Sign permit fee **does not** include any fees for building or electrical permit applications that **may** apply.

Signature of Applicant or Agent

Reviewed by: _____ Date: _____

- APPROVED
- NOT APPROVED - REASON FOR DENIAL: _____

ZONING BOARD OF APPEALS (if applicable)

- APPROVED
 - NOT APPROVED
- Date: _____