

**SIGN PERMIT APPLICATION
VILLAGE OF MACKINAW CITY
102 S. Huron Avenue, Mackinaw City, MI 49701**

Date: _____

PS: _____
PSFC: _____

Applicant Name: _____

Mailing Address: _____

City _____ State _____ Zip _____

Phone: _____ Cell: _____ Work: _____

Property Owner (if different than Applicant):

Name: _____

Mailing Address: _____

City _____ State _____ Zip _____

Phone: _____ Cell: _____ Work: _____

Name of Business: _____

Property Sign to be installed at:

Address: _____

Property Id No. _____

Number of Streets Property Fronts: _____

Length for Street Front of this Property: _____ in feet

Sign Classification

- | | | |
|-------------------------------------|--|--|
| <input type="checkbox"/> Wall | <input type="checkbox"/> Changeable Letter | <input type="checkbox"/> Business Center |
| <input type="checkbox"/> Pole | <input type="checkbox"/> Window | <input type="checkbox"/> Marquee |
| <input type="checkbox"/> Projecting | <input type="checkbox"/> Awning | <input type="checkbox"/> Other _____ |

Dimensions of Proposed Sign:

Height: _____ Width: _____ Area: _____

Height above Grade at Lowest Part of Sign: _____

Height above Grade at Highest Part of Sign: _____

List Materials to be used in construction of sign and its support structure:

List all other approved signs on the property (use additional sheets if necessary).

Sign Type	Area	Variance Granted?

Will sign be placed in or over the right of way: Yes No

If yes, insurance or bonding agent's name: _____

Agent's address: _____

Bond Number: _____

Will sign be illuminated: Yes No

If yes, electrician's name: _____

Electrician's address: _____

Electrician's phone: _____

Manufacturer of Sign: _____

Manufacturer's Address: _____

Manufacturer's Phone: _____

Installer of Sign: _____

Installer's Address: _____

Application must be accompanied by architectural (dimensioned) plans and specifications of the proposed sign. The undersigned covenants that the above-mentioned sign, which permit is applied for, will be constructed in all respects in accordance with the plans and specifications submitted herewith, and in accordance with the provisions and regulations of the Mackinaw City Sign Ordinance. The undersigned agrees that in case of any variance or conflict between the plans and specifications submitted herewith and the sign regulations of the Village, the provisions of the Sign Ordinance shall govern and shall be followed.

Signature of Property Owner: _____ Print Name: _____

Signature of Sign Owner: _____ Print Name: _____

Signature of Applicant: _____ Print Name: _____

SIGN PERMIT APPROVAL/DENIAL

Date Received: _____

Variance Requested: _____

If yes, Zoning Board of Appeals Action: _____

Date of ZBA Action: _____

Action taken by the Village:

_____ Permit Issued

_____ Permit granted under Variance

_____ Permit Denied

Notes/Special Conditions of Permit:

Date: _____ Authorizing Signature: _____

Title of Official: _____

Permit fees:

_____ New Sign - \$45.00

_____ Sign Face Change - \$10.00

The permit fee must be paid at the time of application.

No permit will be issued until the fee is paid.

***Call the Village at 231-436-5351 at least 24 hours before erecting the sign so that an inspection can be completed to verify measurements. Thank you.