



# City of League City

## SIGN PERMIT APPLICATION

City of League City  
500 W. Walker St.  
League City, TX  
77573 Phone:  
281.554.1429 Fax:  
281.554.1460

[www.leaguecity.com](http://www.leaguecity.com)

### 1. BUSINESS INFORMATION:

BUSINESS ADDRESS: \_\_\_\_\_  
BUSINESS NAME: \_\_\_\_\_  
OWNER / CONTACT NAME: \_\_\_\_\_ PHONE 1: \_\_\_\_\_  
PHONE 2: \_\_\_\_\_ FAX #: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

### 2. APPLICANT INFORMATION:

APPLICANT NAME: \_\_\_\_\_ PHONE 1: \_\_\_\_\_  
PHONE 2: \_\_\_\_\_ FAX #: \_\_\_\_\_ E-MAIL: \_\_\_\_\_  
MAILING ADDRESS: \_\_\_\_\_

### 3. CONTRACTOR INFORMATION:

SIGN CONTRACTOR: \_\_\_\_\_ PHONE 1: \_\_\_\_\_  
PHONE 2: \_\_\_\_\_ FAX #: \_\_\_\_\_ E-MAIL: \_\_\_\_\_  
MAILING ADDRESS: \_\_\_\_\_

ELECTRICAL CONTRACTOR: \_\_\_\_\_ PHONE 1: \_\_\_\_\_  
PHONE 2: \_\_\_\_\_ FAX #: \_\_\_\_\_ E-MAIL: \_\_\_\_\_  
MAILING ADDRESS: \_\_\_\_\_

4. SIGN INFORMATION: Sign is:  New  Alteration of Existing  Repair of Existing Estimated Valuation: \$ \_\_\_\_\_

Sign Type:  Monument / Ground Sign  Wall Sign  Banner  Other \_\_\_\_\_ Illuminated (Y or N) \_\_\_\_\_

#### WALL SIGN / BANNER:

Length (Horizontal): \_\_\_\_\_  
Width (Vertical): \_\_\_\_\_  
Area (Total): \_\_\_\_\_  
Length of Business Storefront: \_\_\_\_\_

#### MONUMENT / GROUND SIGN:

Length (Horizontal): \_\_\_\_\_  
Width (Vertical): \_\_\_\_\_  
Area (Total): \_\_\_\_\_  
Length of Street Frontage: \_\_\_\_\_  
Height: \_\_\_\_\_

### 5. REQUIRED DOCUMENTS / INFORMATION:

COMPLETE PERMIT APPLICATION (W/ SIGNATURES)  1 PAPER COPY PLAN  1 DIGITAL COPY PLAN

#### WALL SIGN / BANNER:

- SCALED DRAWING OF SIGN
- SCALED ELEVATION OF BUSINESS STOREFRONT
- DIMENSIONS OF SIGN
- ENGINEERING FOR 120 MPH WIND LOAD \*  
\* not required for banner signs

#### MONUMENT / GROUND SIGN:

- SCALED DRAWING OF ELEVATION OF SIGN
- SCALED SITE PLAN DETAILING PROPERTY LINES, EASEMENTS, & LOCATION OF SIGN
- DIMENSIONS OF SIGN
- ENGINEERING FOR 2015 ICC ULTIMATE DESIGN WINDSPEED

### 6. APPLICANT NOTICE:

I CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THE TYPE OF WORK WILL BE COMPLIED WITH, WHETHER SPECIFIED OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW, REGULATION, CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

APPLICANT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

#### (CITY USE ONLY):

PERMIT NO: \_\_\_\_\_ DATE APPLICATION REC'D.: \_\_\_\_\_  
FEE DUE: \_\_\_\_\_ AMOUNT PAID: \_\_\_\_\_ DATE PAID: \_\_\_\_\_

PLANNING APPROVAL DATE: \_\_\_\_\_ CITY PLANNER APPROVAL BY: \_\_\_\_\_  
BUILDING APPROVAL DATE: \_\_\_\_\_ PLANS EXAMINER APPROVAL BY: \_\_\_\_\_

COMMENTS: