

SIGN PERMIT APPLICATION

Township of Birch Run
8425 Main Street, P.O. Box 152
Birch Run, MI. 48415
(989) 624-9773 FAX (989) 624-1177

Permit # S_____

Date of Application_____

I. Applicant Information:

Name:		
Address:		
Phone #:	Fax #:	E-Mail:

II. Contractor Information:

Name:		
Address:		
Phone #:	Fax #:	E-Mail:

II. Property Owner:

Name:		
Address:		
Phone #:	Fax #:	E-Mail:

III. Business Information:

Name:	
Address:	
Parcel ID #:	Sign Area Classification:

IV. Type of Sign: ☒ all that apply

1. Pole Sign ☐	2. Wall Sign ☐	3. Ground Mounted ☐	4. Marquee/ Canopy ☐	5. Joint Identity ☐
6. Portable ☐	7. Special Purpose ☐	8. Monument ☐	9. Banner \$25 per week ☐	10. BONUS ☐

V. Temporary Sign: Excluding Banners up to 45 square feet

Non-Residential Areas	Size _____ X _____ = _____ dates to be used _____
Residential Areas (Commercial Uses Only)	Size _____ X _____ = _____ dates to be used _____

VI. Attachments: ☒ all that apply (per Building Department)

- a. Stress Sheets w/ Wind Load Calculations ☐
- b. Sealed Documents ☐
- c. Two copies of a Site Plan / Location ☐
- d. Three sets of sign drawings w/ dimensions ☐
- e. Cost of Construction _____

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his/her authorized agent, and agree to conform to all applicable regulations of ordinance # 03-04 and any amendments thereto. All information submitted on this application is accurate to the best of my knowledge.

SIGNATURE OF APPLICANT_____ DATE_____

Office Use Only

Permit Fee\$_____

Approved ☐Denied ☐

Building Official_____ Date_____

TOTAL VALUATION	FEE
\$1.00 to \$500.00	\$23.50
\$500.01 to \$2,000.00	\$23.50 for the first 500.00 plus \$3.05 for each additional \$100.00, or a fraction thereof
\$2,000.01 to \$25,000.00	\$69.25 for the first \$2000.00 plus \$14.00 for each additional \$1,000.00, or a fraction thereof
\$25,000.01 to \$50,000.00	\$291.50 for the first \$25,000.00 plus \$8.50 for each additional \$1,000.00, or a fraction thereof
\$50,000.01 to \$100,000.00	\$464.50 for the first \$50,000.00 plus \$5.00 for each additional \$1,000.00, or a fraction thereof
\$100,000.01 to \$500,000.00	\$714.50 for the first \$100,000.00 plus \$4.00 for each additional \$1,000.00, or a fraction thereof
\$500,000.01 to \$1,000,000.00	\$2,314.50 for the first \$500,000.00 plus \$3.50 for each additional \$1,000.00, or a fraction thereof
\$1,000,000.01 and up	\$4,064.50 for the first \$1,000,000.00 plus \$2.25 for each additional \$1,000.00, or a fraction thereof
Special Purpose Signs, Temporary Land Development Projects, Temporary Use/Special Event Signage	\$47.00
Banners	\$25.00/banner/week (45 sq. ft. maximum size)