

SIGN BUILDING PERMIT APPLICATION – WORK SHEET

CITY OF RAPID CITY

300 SIXTH ST • RAPID CITY, SD 57701

(605) 394-4157

APPLICATION DATE: _____

PROPERTY INFORMATION

LOT ADDRESS _____
OWNER NAME _____
& ADDRESS _____
TEL _____

LEGAL DESC _____

ZONED _____ ACRES _____

SETBACKS _____
EASEMENTS _____

ACCESS FROM _____
PERMIT TYPE _____

OF SIGNS _____ # SQ FT _____

APPEAL # _____ DRAINAGE _____
APPEAL # _____ BASIN CODE _____

COMMENTS _____

FLOOD PLAIN? YES NO

DATE STRUCTURE WAS BUILT IF HISTORIC REVIEW REQUIRED _____

CONTRACTOR INFORMATION

CONTRACTOR _____

TEL _____

ARCHITECT/
SURVEYOR _____

TEL _____

ENGINEER _____

TEL _____

ELECTRICAL _____

TEL _____

APPLICANT INFORMATION

NAME _____
ADDRESS _____
CITY/STATE _____ TEL _____

RELATIONSHIP TO PROPERTY:

OWNER CONTRACTOR OWNERS REPRESENTATIVE

FEE INFORMATION

TOTAL COST _____

SIGN INFORMATION

FRONTAGE: LENGTH _____ ALLOWABLE SQ. FOOTAGE _____

NEW SIGNS: Construction drawing, elevation drawing, and site plan required.

SIZE	DIMENSIONS	TYPE	HEIGHT	SETBACK	GROUND CLEARANCE	ON-PREMISE MESSAGE	ILLUMINATION
SF						Y N	Y N
SF						Y N	Y N
SF						Y N	Y N
SF						Y N	Y N
SF						Y N	Y N
SF						Y N	Y N
SF	SUBTOTAL					Y N	Y N

EXISTING SIGNS: Describe all existing signs on the premises.

SIZE	DIMENSIONS	TYPE	HEIGHT	SETBACK
SF				
SF				
SF				
SF				
SF				
SF				
SF	SUBTOTAL			

EXISTING _____ + NEW _____ = TOTAL SIGN SF _____

SITE INFORMATION

ZONING: GC CBD HIST LI LDR MDR NC OC OTHER _____

CHANGE IN SIC CODE: YES NO BUILDING PERMIT REQUIRED: YES NO NOT FOR THIS

SITE TRIANGLE UNOBSTRUCTED: YES NO

HISTORICAL BUILDING: DISTRICT ENVIRONS

HISTORICAL REVIEW REQUIRED: YES NO REVIEW DATE: _____ APPROVED: YES NO

PCD REVIEW REQUIRED: YES NO REVIEW DATE: _____ APPROVED: YES NO

APPLICANT HAS CHECKED FOR EASEMENTS: YES NO

ALL SIGNS IDENTIFIED (LOCATION, SIZE, TYPE): YES NO

OFFICE USE ONLY

APPROPRIATE SIGN INFORMATION PROVIDED: YES NO

APPROPRIATE SITE INFORMATION PROVIDED: YES NO

ACCEPTED DENIED MAY BE APPEALED

COMMENTS: _____

REVIEWED BY: _____

DATE: _____