



**LaSalle County
Environmental Services and Land Use
119 W Madison St., Room 107, Ottawa, IL**

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SIGN PERMIT APPLICATION

April 2018

Application Date _____

Property Owner Name(s): _____
Address: _____
City _____ St _____ Zip _____
Phone #: _____ Fax #: _____

Sign Owner Name: _____
Address: _____
City: _____ St: _____ Zip: _____
Phone #: _____ Fax #: _____

Contractor Name: _____
Address: _____
City _____ St _____ Zip _____
Phone #: _____ Fax #: _____

Sign Location and Setbacks:

Address: _____
PIN#: _____ - _____ - _____ - _____ - _____
Road Right of Way at location: _____ ft *(verify with road district)*
Distance from center line of road: _____ ft
Setback from Property Line(s)
Side _____ ft Side _____ ft Rear _____ ft

Sign Details *(Applicants must provide a detailed sketch of the proposed sign)*

Type of Sign: _____ (ground, pole, canopy, projecting, etc.)
New Sign _____ Add to Existing _____ Repair Existing _____
Single Face _____ Double Face _____
Will sign be Illuminated? _____ Yes or _____ No
Changeable/Scrolling Images? _____ Yes or _____ No
IDOT/USDOT Approval Required? _____ Yes or _____ No
Size of Sign: _____ X _____ = _____ Ft²
Height of Sign (grade to top of sign): _____ Ft
Number of Existing signs on Property: _____

ATTACHMENTS REQUIRED: _____ PLAT OF SURVEY _____ DIAGRAM OF SIGN _____ SITE DIAGRAM

SIGN INFORMATION CERTIFICATION

The undersigned certifies the statements contained and provided in this application are true and correct and that all work done under the proposed permit will conform to the requirements of the LaSalle County Zoning Ordinance and any other applicable law. If permission is granted, the undersigned agrees to indemnify and keep harmless the said County of LaSalle, from any and all suits at law or in equity, damages expenses and attorney's fees, that may be sustained by the said County on account of injuries or damages sustained by any person to his person or property, occasioned in any manner by the granting of the permit requested, or by the construction, installation or maintenance of said sign.

Name of Owner (Print) _____

Signature of Owner or Agent _____

Date _____

FOR OFFICE USE

Inspection Date: _____ Zoning District: _____

Approved : **Yes** **No**

Explanation and Conditions: _____

FEE: \$ <u>50.00</u>
AMOUNT PAID: \$ _____
DATE PAID: _____
PAYMENT METHOD: <input type="checkbox"/> Check <input type="checkbox"/> Cash
Check # _____
PAID BY: _____
RECEIVED BY: _____

LaSalle County Zoning Officer

Date

SITE PLAN SKETCH

LaSalle County Permit Application

The Following Information Must be Included on the Site Sketch Below:

1. Lot Size and Dimensions
2. Number (Name) and location of all roads abutting property
3. Structures on property (existing and proposed)
4. Front, side, and rear yard setbacks (number of feet between the lot line and structure).

PLEASE STAKE CORNERS OF STRUCTURE AFTER APPLICATION IS SUBMITTED



FOR OFFICE USE

Date Setbacks Reviewed by County Inspector: _____ / _____ / _____ Time: _____

Front Setback _____ Rear Setback: _____ Side Setback _____ Side Setback _____

Inspector Review Verification: _____