



## SIGN PERMIT APPLICATION

Town of Vinton - Planning and Zoning

311 S. Pollard Street

Vinton, VA 24179

Phone: 540-983-0605 Fax: 540-983-0621

Email: vintoninfo@vintonva.gov

APPLICATION # \_\_\_\_\_

**SITE/PROPERTY INFORMATION**

Name of Establishment:

Primary Job Address:

Secondary Job Address:

Development: (mall, strip)

Tax Map Number:

Zoning:

Parcel Street Frontage: (ft.)

Is parcel a corner lot?

Side Street Frontage: (ft.)

Owner(s):

Phone:

Mailing Address:

Cell:

City / State / Zip:

Email:

**APPLICANT INFO.**

Business Name:

Applicant Name:

Applicant Address:

Phone:

Cell:

City / State / Zip:

Fax:

Email:

**EXISTING SIGN INVENTORY**

**\*SIGN TYPES**

BA – Banner	MO – Monument	WD – Window/Door
BB – Billboard	PR – Projecting	WM – Wall Mounted
FS – Freestanding	SB – Sandwich Board	

	* Sign Type	Quantity	Square Footage	Height	Distance to Prop. Lines	Electrical? Yes or No
1)						
2)						
3)						
4)						
5)						
6)						
7)						
<b>Total:</b>						

If the site contains more existing signs, please attach a complete inventory sheet to this application.

**PROPOSED SIGNS(S)**

**\*SIGN TYPES**

BA – Banner	MO – Monument	WD – Window/Door
BB – Billboard	PR – Projecting	WM – Wall Mounted
FS – Freestanding	SB – Sandwich Board	

**\*\*ACTIVITY**

NEW - New      REP - Replacement      RF - Refacing

	* Sign Type	** Activity	Quantity	Square Footage	Height	Distance to Prop. Lines	Electrical? Yes or No
1)							
2)							
3)							
4)							
5)							
6)							
7)							
<b>Total:</b>							

**Note:** All applications for a Sign Permit must be accompanied by a sketch of the proposed sign(s) drawn to scale showing the dimensions, height, and design of the sign and structure. If a freestanding sign is proposed, a plot plan must be provided showing locations/setbacks of all existing and proposed freestanding signs on the lot and all adjacent lots. A Building Permit and/or Electrical Permit may also be required from the Roanoke County Office of Building Safety.

I hereby certify that I am an authorized agent of the owner of the property where this sign is proposed. This application is being made with the owner's full knowledge and consent and that all signs installed under the terms of this permit shall conform to the Town of Vinton Sign Ordinance, as amended. I understand that if approved, this sign permit shall become null and void if the proposed sign(s) are not installed within six months of the date of the approval of this permit.

Signature \_\_\_\_\_

Date \_\_\_\_\_

**Check Appropriate Box**



Special Event Sign:  
\$25.00



Permanent Sign(s):  
\$45.00 up to \$1,000 plus \$5 per additional \$1,000 or portion thereof

**Value of Proposed Signage \$ \_\_\_\_\_**

**OFFICE USE ONLY**

Allowable Sq. Footage for parcel: \_\_\_\_\_ Post-Permit: \_\_\_\_\_

Comments: \_\_\_\_\_

Fee: \$ \_\_\_\_\_

Zoning: Approved/ Denied By: \_\_\_\_\_