



# City of North Royalton

Mayor Robert A. Stefanik  
Community Development, Building Division  
Dan Kulchytsky Building Commissioner  
11545 Royalton Road, North Royalton, OH 44133

Phone: 440-582-3000

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## APPLICATION FOR SIGN PERMIT COMMERCIAL, INDUSTRIAL AND MULTI-FAMILY (4 UNITS OR MORE)

- Submit one completed application per sign. Type or print all information in ink. Fill in the forms completely. Incomplete forms may delay processing.
- Submit three (3) hard copies of the entire set of permit drawings. Submission may include a site plan, a colored elevation view of the sign, a photograph of the elevation showing the proposed sign location, drawings, specifications, fastener details and any other documents that may be pertinent to the application. Drawings shall be to a standard scale and legible.
- A separate permit application is required for the electrical scope of work.
- For additional information, refer to North Royalton Codified Ordinance Chapter 1284 "Signs".

### 1. SIGN LOCATION:

Address \_\_\_\_\_

Occupant, Business or Tenant \_\_\_\_\_

Permanent Parcel Number \_\_\_\_\_

Zoning District \_\_\_\_\_

### 2. BUILDING AND TENANT FRONTAGE:

Building Frontage (provide in feet and inches) \_\_\_\_\_

Tenant Frontage (provide in feet and inches from centerline of demising wall to centerline of demising wall) \_\_\_\_\_

### 3. SIGN TYPE:

Temporary \_\_\_\_\_ New \_\_\_\_\_ Replacement \_\_\_\_\_ Reface \_\_\_\_\_

Free-standing (Ground, Pylon or Directional) \_\_\_\_\_ Building (Wall or Panel) \_\_\_\_\_

### 4. SIGN DIMENSIONS:

Width \_\_\_\_\_ Height \_\_\_\_\_ Depth \_\_\_\_\_ Area \_\_\_\_\_

### 5. ESTIMATED CONSTRUCTION COST:

\_\_\_\_\_

An industry standard estimating guide such as R S Means may supersede estimated value provided.

### 6. OTHER SIGNAGE:

\_\_\_\_\_

\_\_\_\_\_

If there is other signage related to this business provide the number, location and sizes. Attach drawings and photographs as required.

**7. PROPERTY OWNER:**

_____ Name	_____ Name of Business (if applicable)
_____ Address	_____ Phone
_____ City, State and Postal Code	_____ Email (electronic mail)

**8. APPLICANT - OWNER OR DESIGNATED REPRESENTATIVE:**

_____ Name	_____ Name of Business (if applicable)
_____ Address	_____ Phone
_____ City, State and Postal Code	_____ Email (electronic mail)

**9. LIST OF CONTRACTORS / SUB-CONTRACTORS (N.R.C.O. 1444):**

_____ Sign Company	_____ Electrical
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**10. Certification:**

I certify that I am the \_\_\_\_\_ Owner \_\_\_\_\_ Owners Authorized Agent and that all of the information contained in this application is true, accurate and completed to the best of my knowledge and all approval required by building ownership have been secured. All official correspondence related to this application should be sent to my attention at the address shown above.

_____ Signature	_____ Printed Name, Title and Date
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**THE AREAS BELOW ARE FOR OFFICIAL USE ONLY**

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**CLERICAL:**

_____ Application Fee or Deposits Taken	_____ Permit Application Number
_____ Payment Information (date, check number, cash, etc.)	_____ Application Fee Received By

**NOTES AND PERMIT FEES:**

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Building Commissioners Signature and Date