



## PERMANENT SIGN PERMIT APPLICATION

Town of Avon  
6570 E. US Hwy 36  
Avon, Indiana 46123  
(317) 272-0948

This permanent sign application **MUST** be accompanied by the following items:

- Two (2) copies of a plot plan, including a legal description of the property, certified by a Registered Land Surveyor or Engineer and showing the exact location of the proposed sign or advertising structure on the property with distances to lot lines and any buildings or structures, including other signs or advertising structures in the vicinity.
- Location of the right-of-way line or lines of the adjoining highways, streets, alleys, and easements.
- Two (2) copies of a detailed structural plan showing an elevation drawing of the proposed sign with height, width, and depth dimensions, along with mechanical and electrical specifications of the proposed sign.

### 1. SIGN LOCATION INFORMATION

Name of Business: \_\_\_\_\_ Zoning Classification: \_\_\_\_\_  
Address: \_\_\_\_\_ Subdivision Name: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Lot Number: \_\_\_\_\_

### 2. SIGN CONTRACTOR

Name of Company: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Address: \_\_\_\_\_ Contact Person: \_\_\_\_\_

### 3. SIGN INFORMATION

**Placement**     Ground     Wall     Roof     Pole     Projecting     Other \_\_\_\_\_

**Lighting**     Incandescent     Fluorescent     Other \_\_\_\_\_

**Height**    \_\_\_\_\_ Above Grade

**Dimensions**     Single-Faced    \_\_\_\_\_ sq. feet  
                           Double-Faced    \_\_\_\_\_ sq. feet  
                           Other \_\_\_\_\_    \_\_\_\_\_ sq. feet

**Existing Signs**     Ground     Wall     Roof     Pole     Projecting     Other \_\_\_\_\_

**\*\* THIS APPLICATION MUST BE FILLED OUT COMPLETELY TO BE REVIEWED. PLEASE CALL WITH ANY QUESTIONS\*\***

**4. AFFIDAVIT OF APPLICANT (Read and Initial Each Item)**

1. I have provided two (2) copies of a plot plan, including a legal description of the property, certified by a Registered Land Surveyor or Engineer and showing the exact location of the proposed sign or advertising structure on the property with distances to lot lines and any buildings or structures, including other signs or advertising structures in the vicinity. \_\_\_\_\_
2. I have provided the location of the right-of-way line or lines of the adjoining highways, streets, alleys, and easements. \_\_\_\_\_
3. I have provided two (2) copies of a detailed structural plan showing an elevation drawing of the proposed sign with height, width, and depth dimensions, along with mechanical and electrical specifications of the proposed sign. \_\_\_\_\_
4. Sign cannot be posted before a permit has been posted. \_\_\_\_\_
5. The undersigned owner or agent understands that the approval of this application does not constitute a privilege to violate any applicable governmental ordinances, codes, or laws. In addition, any omission or misrepresentation of fact, with or without the intention of the undersigned, or any alteration or change from revocation of any permit issued which was based on the approval of this application. \_\_\_\_\_

**5. APPLICANT INFORMATION (*I have read and agree with the above affidavit.*)**

\_\_\_\_\_  
(Applicant Name-Please Print)

\_\_\_\_\_  
(Applicant Signature)

\_\_\_\_\_  
(Applicant's Mailing Address)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(City, State and Zip Code)

\_\_\_\_\_  
(Telephone Number)

**FOR OFFICE USE ONLY  
-DO NOT WRITE IN THIS SPACE-**

Sign Area: \_\_\_\_\_

Date Received: \_\_\_\_\_

Application:  Approved  Denied

Fee Paid: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Permit #: \_\_\_\_\_

Date: \_\_\_\_\_

Receipt #: \_\_\_\_\_

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**DISCLOSURE STATEMENT FOR ALL APPLICATIONS TO THE BUILDING COMMISSIONER, PLAN COMMISSION AND BOARD OF ZONING APPEALS**

In order to avoid any questions about conflicts of interest, all applicants for permits, and petitioners to the Plan Commission and the Board of Zoning Appeals must disclose any and all financial or business relationships between the applicant and any entity associated with the applicant and any person associated with the town of Avon, the Avon Town Council, the Avon Plan Commission and or the Avon Board of Zoning Appeals. If you are in doubt as to whether or not to disclose something you should resolve that doubt by disclosing it.

I \_\_\_\_\_, being duly sworn upon my oath state as follows:

**Strike inapplicable provision**

1. A. I am the applicant for a permanent sign permit

OR

B. I represent the applicant \_\_\_\_\_ (insert name of applicant) for a permanent sign permit

2. To the best of my knowledge the applicant named above has no financial agreements, or contracts or other arrangements between the applicant or any other entity associated with the applicant and anyone associated with the Town of Avon, the Avon Town Council, the Avon Board of Zoning Appeals, or the Avon Plan Commission except:

**Strike inapplicable provision**

A. None

OR

B. List any and all contracts, arrangements or financial agreements, and all entities to such contracts arrangements or financial agreements.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I affirm under the penalties of perjury that the foregoing is correct to the best of my knowledge and belief.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature (Required)