



**CIVIC EVENT
SIGN PERMIT
APPLICATION**
Town of Avon
6570 E. US Hwy 36
Avon, Indiana 46123
(317) 272-0948

Your completed civic event sign application **MUST** be accompanied by the following items:

- One (1) plan showing an elevation drawing of any proposed signage with height, width and depth dimensions
- A diagram depicting the number, exact location, size and other information identifying any proposed signage.
- A plot plan showing location of the right-of-way line or lines.
- A letter granting authority if sponsoring group is not the property owner.

1. APPLICANT INFORMATION *(leave this section blank if also applying for a civic event permit)*

Name of Organization: _____ Contact Person: _____

Address: _____ Phone: _____ Fax: _____

Civic Event to be promoted: _____

Date(s) of Event: _____ thru _____

Location where the civic event is to take place: _____

2. SIGN INFORMATION

Placement Ground _____ Wall _____

Locations where signs will be placed: _____

Number of Signs: on premise _____ off-premise _____

Height _____ Above Grade

Dimensions Single-Faced _____ sq. feet Double-Faced _____ sq. feet

Balloons: yes no Where will the balloons be placed? _____

Streamers/Pennants: yes no Where will the streamers/pennants be placed? _____

Dates the Signs/Balloons/Pennants will be displayed: from _____ thru _____

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

3. AFFIDAVIT OF APPLICANT (Read and Initial Each Item)

1. I have submitted one (1) plan showing an elevation drawing of any proposed signage with height, width and depth dimensions. _____
2. I have submitted a diagram depicting the number, exact location, size and other information identifying any proposed signage. _____
3. I have submitted a plot plan show the location of the right-of-way line(s). _____
4. If have submitted a letter granting authority if sponsoring group is not the property owner. _____
5. A civic event may have up to two (2) signs located on the premises where the event is to take place. These signs cannot exceed thirty-two (32) square feet for each sign. _____
6. A civic event may have a maximum of ten (10) off premise signs promoting the event. Such off premise signs shall not exceed six (6) square feet in area for each sign and shall have a maximum height of three (3) feet. _____
7. Civic event signs shall not be located in the right-of-way of any public road or within the vision clearance triangle. The applicant is responsible for maintaining the signs out of the right-of-way. _____
8. Pennants, balloons and streamers must be located on the premises where the event is to take place. _____
9. Each civic event sign shall be permitted for a three (3) week period and must be removed within three (3) days following the event. _____
10. Signs should be a weatherproof construction with supports suitable to maintain the sign for the permit period. _____
11. No civic event sign shall be smaller than six (6) square feet or exceed a maximum of thirty-two (32) square feet. _____
12. 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. _____

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

(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-

Date Received: _____

Permit #: _____

Reviewed By: _____

Date: _____

Application: Approved Denied

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 civic event sign permit

OR

B. I represent the applicant _____ (insert name of applicant) for a civic event 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)