



**City of McMinnville
Community Development Department**

101 East Main St.
McMinnville, TN 37110
(931) 473-1204

PERMIT APPLICATION

SIGN

Date: _____

PROJECT NAME: _____

1. DESCRIPTION OF THE WORK TO BE PERFORMED

2. CLASS OF WORK

New Alteration Move Remove

3. TYPE OF SIGN(S)

Awning Banner Billboard Canopy Free Standing Manford Mobile/Portable/Inflatable Monument
 Projecting Sandwich Board Temporary Trailer/Vehicle Wall Window Other

4. LOCATION

On-Site Off-Site

5. DRAWING

Scaled Sketch Photo

6. ILLUMINATION

Internal External Electric Required Permit Required

7. FOOTING REQUIRED

Yes No

8. LOCATION OF SIGN

Street #: _____ Prefix: _____ Street Name: _____ Suffix: _____

City: _____ County: _____ ZIP: _____

Is this property within the city limits? No Yes Zoning: _____

Parcel ID #: CtrlMap: _____ Grp: _____ Parcel: _____ Example: 089 A 030.2

APPROVALS

FOR OFFICE USE ONLY

ZONING : _____

DATE APPROVED: _____

Permit #: _____

BUILDING: _____

DATE APPROVED: _____

Date Received: _____

9. **APPLICANT:** _____

Address: _____ City: _____ State: _____

Phone: _____ Email: _____

10. **OWNER:** _____

Address: _____ City: _____ State: _____

Phone: _____ Email: _____

11. **CONTRACTOR:** _____

Address: _____ City: _____ State: _____

Phone: _____ Email: _____

12. Sign Dimensions:

	SIGN 1	SIGN 2	SIGN 3	SIGN 4	SIGN 5	TOTAL
WIDTH						
LENGTH						
HEIGHT						
SQUARE FEET						
STREET FRONTAGE						
STOREFRONT WALL						
LINEAR FEET						

13. INSPECTIONS REQUIRED:

	NOT REQUIRED	REQUIRED
PRELIMINARY		
FOOTING		
FINAL		

14. ADDITIONAL APPROVALS:

	NOT REQUIRED	REQUIRED	APPROVED	DATE
MCMINNVILLE ELECTRIC SYSTEM				
CERTIFICATE OF APPROPRIATENESS				

15. **PERMIT FEES:** Valuation: _____

Permit Fee: _____

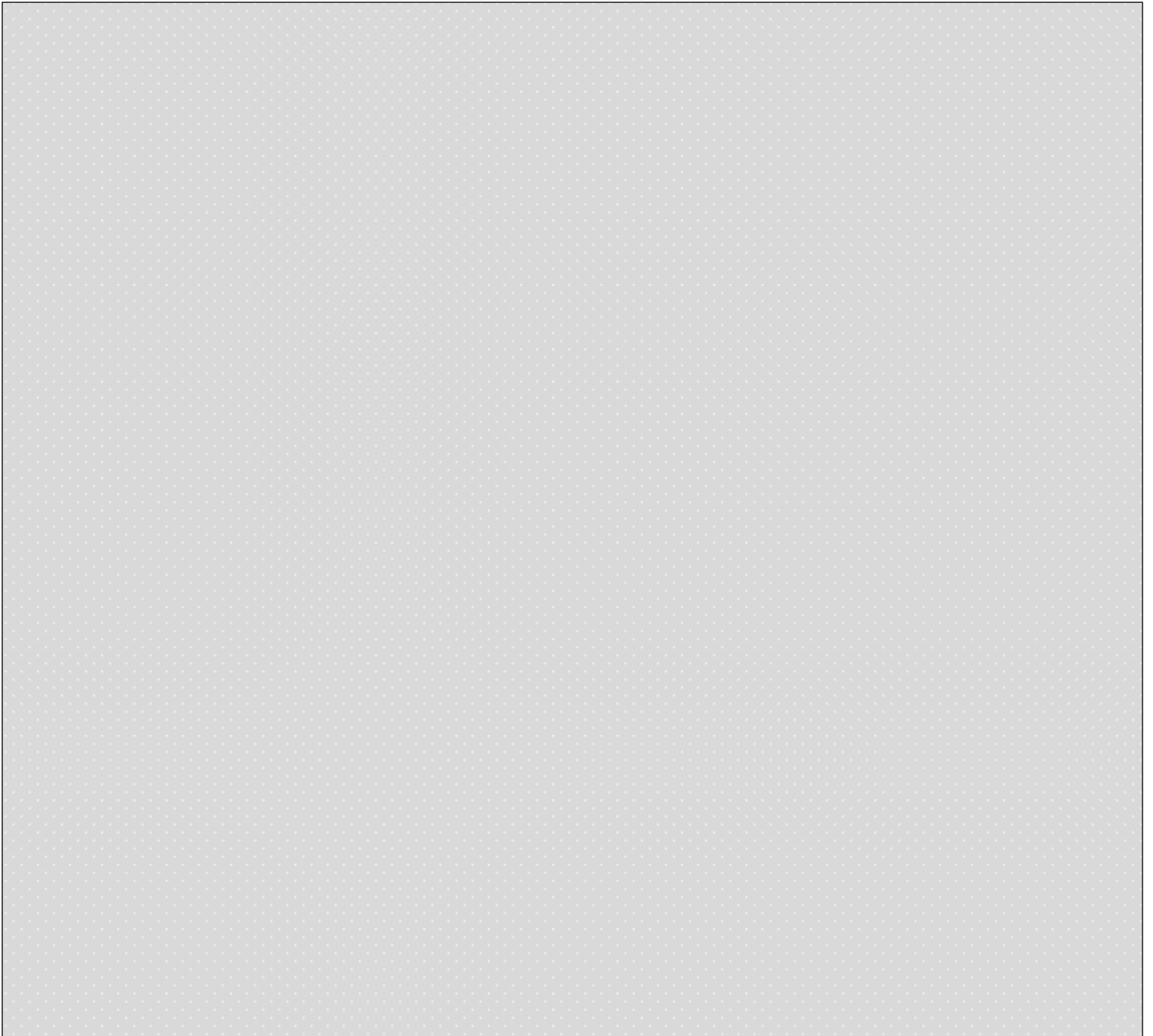
SITE PLAN FORM
City of McMinnville, Tennessee
Planning & Zoning Department

INSTRUCTIONS:

- Sketch your site plan below (do not tape or staple to this form).
- Show all property lines and dimensions.
- Indicate north direction.
- Locate all existing and proposed new signs with dimensions to property lines and other signs.
- Show the location and names of street(s) and location of existing or proposed access.
- Indicate location and dimensions of all utilities and easements.

Date: _____ Address: _____

Completed by: _____



Permit #: _____ Address: _____

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other local or state law regulating construction or the performance of construction.

Signature of Contractor or Authorized Agent

Date

Signature of Owner (if owner is builder)

Date