

## SIGN ZONING COMPLIANCE PERMIT

Vevay Township Building and Zoning  
780 Eden Road

PERMIT # \_\_\_\_\_

Mason, MI 48854  
Phone: 517-676-9523 Fax: 517-676-6655

Job Location: \_\_\_\_\_

Parcel ID # 33-10-10-\_\_\_\_-\_\_\_\_-\_\_\_\_

**For Office Use Only**

Owner: \_\_\_\_\_

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

Phone: \_\_\_\_\_

Type of Construction \_\_\_\_\_

Address: \_\_\_\_\_

Permit Determinate \_\_\_\_\_

Email: \_\_\_\_\_

Contractor, if applicable, is responsible for the payment of all fees and charges applicable to this application and provide the following information

E-mail	Name
Address	Phone
City, State, Zip	Fax
Fed ID# or SS#	MESC#
License #	Worker's Comp Carrier
Expire Date	Exempt Reason

Section 23A of the State Construction Code Act of 1972, Act No 230 of the Public Acts of 1972, being Section 125.15238 of the Michigan Compiled Laws, prohibits a person from conspiring to circumvent the licensing requirements of the state relating to the persons who are to perform work on a residential building or residential structure. Violators of Section 23a are subject to civil fines.

**AGENT'S AFFIDAVIT**

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent, and we agree to conform to all applicable laws of the State of Michigan. All information submitted on this application is accurate to the best of my knowledge.

Signed: \_\_\_\_\_

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

**NONRESIDENTIAL** - Describe in detail proposed use of building, e.g., food processing plant, machine shop, laundry building at hospital, parking garage for department store, rental office building, office building at industrial plant. If use of existing building is being changed, enter proposed use. **Type of Improvement:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Approved** \_\_\_\_\_

**Disapproved** \_\_\_\_\_

**Zoning Administrator-Date**

**Zoning Administrator-Date**

Attach a sketch with dimensions of the site showing sign placement.

# SIGN INSTALLATION REQUIREMENTS

## Section 20.03. General Standards and Regulations

### A. Permits/Review.

1. **Required Permit/Review:** All signs shall require a Zoning Compliance Permit prior to placement, erection, replacement or alteration unless exempted by subsection (3) below. If site plan review is required for a proposed project that a proposed sign shall be part of, the proposed signage shall be reviewed as part of the site plan review procedure for the entire project, pursuant to Article 14 and a separate sign application is not necessary. If the proposed signage is to be part of an existing development for which site plan approval has already been granted or was not necessary, the Zoning Administrator shall review the sign application to ensure all applicable ordinance standards have been met prior to issuing a permit for the sign. The Zoning Administrator may defer action on proposed signage to the site plan approving body.
2. **Application Information:** Application for a Zoning Compliance Permit for a sign shall include the following minimum information:
  - a. Total display area of the sign in square feet. \_\_\_\_\_
  - b. Proposed sign height, ground clearance if applicable, and setbacks from lot lines, right-of-ways, and drives. \_\_\_\_\_
  - c. Type and purpose of the sign. \_\_\_\_\_
  - d. In the case of an EMC sign, the manufacturer's sign brightness specifications according to nit level.  
\_\_\_\_\_
  - e. The height and width of the building if the sign is a wall sign. \_\_\_\_\_
  - f. Lot area and frontage \_\_\_\_\_
  - g. Photos of site and building.
3. **Signs Exempt from Permit/Review:** The following signs are exempt from the provisions of subsection (1) above but shall conform to all other regulations and standards of this Chapter including area and height.
  - a. Signs erected by a governmental entity.
  - b. indoor signs affixed to or covering windows.
  - c. Signs authorized under Section 20.04.
  - d. The maintenance or replacement of sign information on a previously approved sign.