

# Sign Permit – Application

Building Department  
102 West Main Street  
Prattville, Alabama 36067  
(334) 595-0400, FAX (334) 361-3677  
[building@prattvillal.gov](mailto:building@prattvillal.gov)



Sign Location (Address): \_\_\_\_\_

Sign Owner: \_\_\_\_\_ Owner Address: \_\_\_\_\_

Owner Phone Number: (    ) \_\_\_\_\_

Applicant/Installer: \_\_\_\_\_ Address: \_\_\_\_\_

Applicant Phone: (    ) \_\_\_\_\_ Applicant Contact Person: \_\_\_\_\_

Applicant E-mail: \_\_\_\_\_ Sign Value & Installation Cost: \$ \_\_\_\_\_

Design Engineer (if required): \_\_\_\_\_

Engineer Phone/E-mail: \_\_\_\_\_

Engineer AL Registration Number: \_\_\_\_\_

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- **Sign placement and dimensions are governed by Article 12 of the *Zoning Ordinance of the City of Prattville*.**
  - **Sign structure and materials shall comply with the *International Building Code, 2006* edition.**
  - **Electrical components and their installation shall meet the requirements the *National Electrical Code, NFPA 70, 2008* edition.**
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**Attach the following items to the application. All applications must include Items 1 and 2.**

1. Site plan at a standard engineering scale identifying and locating of all existing and proposed signs on the site.
  2. Elevations at a standard architectural or engineering scale for each proposed sign on the site.
  3. Applications for signs at a height greater than 8 feet shall include foundation and structural details stamped/signed by an Alabama licensed civil engineer. Documents must be originals – no copies.
  4. Proposed signs with lighting or mechanical components must include electrical specifications. A separate electrical permit may be required.
  5. Additional information as needed for the specific installations
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*Prattville building permits are issued subject to compliance with all requirements of the building code, zoning ordinance and all other pertinent ordinances of the City of Prattville regulating the use and construction of structures. **Permits shall be kept at job location of work and available when requested by City inspectors.***

*I certify that I have read this document and that the information is correct. I agree to comply with all City of Prattville ordinances and state laws related to construction of the sign(s) listed above.*

\_\_\_\_\_  
**Applicant Signature**

\_\_\_\_\_  
**Date**

## Sign Permit Application Staff Review (City Use Only)

<b>Date Received:</b>	<b>Time Received:</b>	<b>Received By:</b>
<b>Complete Application:</b> <input type="checkbox"/>		
<b>Inspector's Approval:</b>	<b>Date Approved:</b>	<b>Variance Required:</b>
<b>Reasons for Disapproval</b>		
<b>Permit Issued By:</b>	<b>Date:</b>	

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

Type of Sign: (See Sign Ordinance for Definitions)

- Attached
- Freestanding
- High Mount (over 8')
- Low Mount (under 8')
- Projecting
- Suspended
- Temporary
- Portable

Is the sign type allowed in the zoning district?  Yes  No

Category of Sign: (See Sign Ordinance for Definitions)

- Business
- Construction
- Directional
- Home Occupation
- Identification
- Off-site  BZA approval Date: \_\_\_\_\_

Conditions: \_\_\_\_\_

- Public event
- Political
- Real Estate sign

Is the sign type allowed in the zoning district?  Yes  No

Distance from the edge of pavement: \_\_\_\_\_ Maximum size allowed: \_\_\_\_\_

Maximum Height: \_\_\_\_\_ Minimum Height: \_\_\_\_\_

Special Conditions: \_\_\_\_\_

Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_