



# MUNICIPALITY OF BETHEL PARK

Municipal Building • 5100 West Library Avenue • Bethel Park, PA 15102 • 412-831-6800 • FAX 412-831-8675 • www.bethelparkpa.gov

*Zoning permit application required PRIOR to submitting this application.*

Associated Zoning Permit # \_\_\_\_\_

Building Permit # \_\_\_\_\_

## SIGN PERMIT APPLICATION

### Applicant Information:

Name: \_\_\_\_\_

Name of Property Owner of Lessee (if different than applicant): \_\_\_\_\_

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

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

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

### Site Information:

Facility Name (name of company, business, etc.): \_\_\_\_\_

Building and/or Tenant Name: \_\_\_\_\_

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

Parcel ID: \_\_\_\_\_ Zoning District: \_\_\_\_\_

Contact Name: \_\_\_\_\_

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

## PROPOSED SIGN INFORMATION

Sign Type:  Monument  Projecting  Residential Development/Subdivision  Wall  Window  
 Combination Sign (Check all that apply and provide a description): \_\_\_\_\_

Sign Dimensions: \_\_\_\_\_ Height: x \_\_\_\_\_ Width = \_\_\_\_\_ Square Feet

Sign Materials: \_\_\_\_\_

Method of Attachment: \_\_\_\_\_

Illumination:  Electrical  Fluorescent  Incandescent  LED's  Neon  None

**Fees:** (Permit fee is based off the total cost of construction. \$50 for the first \$1,000 and \$10 for each additional \$1,000.):

A) Initial Permit Fee for first \$1,000 \$ 50.00

B) Total Project Cost \_\_\_\_\_ - \$1,000 = \_\_\_\_\_ /1,000 x 10 = \_\_\_\_\_

C) Expedited Review \$250 \_\_\_\_\_

**Total Cost of Permit (A + B + C) \$**

**PROPOSED SIGN INFORMATION**

One (1) digital copy of detailed plans and specifications for the proposed sign must accompany this application. They must be drawn to scale and stamped/sealed by a licensed architect or engineer. They must detail:

- The dimension of the sign and any supporting members.
- If a **wall sign**, the dimension of the wall surface of the building to which it will be attached and the location where the sign will be attached.
- If a **free-standing sign, pole, or pylon**, the setbacks from the property lines, buildings, driveways, and the edge of an improved road or curb (shown on plot plan) and the height from the ground level to the top of the sign.
- If an **illuminated** sign, all electrical detail must be shown on the drawings.
- The materials, finish, and the construction including loads (winds & seismic), stresses anchorage, any illuminations, and the fail-safe provisions for animated devices (if any).
- Other pertinent engineering or construction data.

**For Department Use Only:**

**Application Complete:**  Yes  No

Reason: \_\_\_\_\_ Initials: \_\_\_\_\_

**Site Eligible:**  Yes  No

Reason: \_\_\_\_\_ Initials: \_\_\_\_\_

**Zoning Officer Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Permit Approved  Permit Not Approved

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