



**SIGN PERMIT**

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

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

The requirements for the types and location of signs, and for licensing of sign contractors and issuance of sign permits, is contained in Article 7 of the Stillwater Land Development Code (Chapter 23). Ground and pole signs are considered permanent structures and cannot be built in an easement, cannot overhang an easement or right-of-way, and must meet required clearances from utility lines. All drawings shall be detailed with all dimensions, locations, and materials.

**SIGN INFORMATION**

Manufacturer: \_\_\_\_\_

General location (attach drawing): \_\_\_\_\_

Type: \_\_\_\_\_ Expiration date for temporary signs: \_\_\_\_\_

Dimensions: \_\_\_\_\_ Total square ft.: \_\_\_\_\_

**PROPERTY INFORMATION**

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

Owner name: \_\_\_\_\_ phone: ( ) \_\_\_\_\_

Owner address \_\_\_\_\_

\*For signs not attached to a building, provide a site drawing with the location of the sign in relation to easements, setbacks and utilities on the property.

\*For replacement signs, show existing signage with dimensions and new signage with dimensions.

\*All pole and monument signs over 10 ft. in height shall be accompanied by foundation and structural plans stamped by a licensed Oklahoma Engineer.

**SIGN CONTRACTOR**

Name: \_\_\_\_\_ License #: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

I hereby certify that the proposed sign and sign location are in conformance with all adopted regulations of the City of Stillwater. I agree that in the event this application contains erroneous information, the owner and/or sign contractor will be responsible for all costs connected with removal of the sign and all expense incurred by the City of Stillwater due to any interference with its use of its easements.

\_\_\_\_\_  
Applicant

**OFFICE USE**

Date application received: \_\_\_\_\_

Approved By: \_\_\_\_\_

Date approved/denied: \_\_\_\_\_