CITY OF SAN ANTONIO
DEVELOPMENT SERVICES DEPARTMENT
ON-PREMISE SIGN PERMIT
SIGN APPLICATION “A”

Date: Circle One: NEW EXISTING SITE REVIEW

Sign Address: ____________________________ Bldg.: _________ Suite: __________

Business Name of above address: ____________________________________________

Street Classification: ___ Local ___ Arterial B Collector
___ Arterial A ___ Expressway

Type of sign: ___ Wall Mount ___ Neon ___ Electronic message center
___ Free Standing ___ Channel Letters ___ Monument
Other (explain) ____________________________________________________________

Free standing sign total sq.ft. (including existing and proposed) ______________________________

Free standing sign(s) Overall Height for each sign: __________
No. of sign faces for each sign: __________
Sign face sizes:
A) _______ x _______ = _______    B) _______ x _______ = _______
C) _______ x _______ = _______    D) _______ x _______ = _______
E) _______ x _______ = _______    F) _______ x _______ = _______
Other: ________________________________________________________________________

Building façade total sq.ft. (façade where sign to be located) ______________________________

Value of scope of work in this permit $__________ Replacement cost of sign (if applicable) $__________

<table>
<thead>
<tr>
<th>Sign Inspection Fee:</th>
<th>$50.00</th>
<th>QTY</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plan review fee</td>
<td>$50.00</td>
<td></td>
<td></td>
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<tr>
<td>1. 1st 32 sq. ft. or less</td>
<td>$10.80</td>
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<tr>
<td>2. Over 32 sq. ft.</td>
<td>$ .22/each sq. ft over</td>
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<tr>
<td>3. Gas Tube/electric/led</td>
<td>$10.80</td>
<td></td>
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<tr>
<td>4. Incandescent signs</td>
<td>$5.40 + .22/socket</td>
<td></td>
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<tr>
<td>5. Sign height for new sign</td>
<td>$2.00/ft (freestanding)</td>
<td></td>
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<tr>
<td>6. Digital Display/EMC Fee</td>
<td>$15.00</td>
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Approved By: _______________ Total: $________ + $________ +3% Technological Fee +3% Development Services Fee = ____________

Escrow Payment: YES NO (circle)
Applications shall contain all necessary information in order to show compliance with Chapter 28, Signs and Billboards of the City Code, the current edition of the *International Building Code*, and the Unified Development Code. The issuance or granting of a permit shall not be construed to be a permit for, or an approval of, any violation of any of the provisions of any code or ordinance of the City of San Antonio. Permits presuming to give authority to violate or cancel any code or ordinance of the City of San Antonio shall not be valid. The issuance of a permit is based on the construction documents and data provided by the permit applicant. The issuance of a permit in error shall not prevent the Building Official from requiring corrections of the construction documents, other data or the structure where in violation of any code or ordinance of the City of San Antonio.

FAILURE to obtain the proper permit prior to starting any work will result in a DOUBLE FEE of the permit and a VIOLATION NOTICE issued to the licensed sign contractor.

The contractor is obligated to schedule all required inspections and is responsible for closing out each permit obtained. If the sign contractor is no longer doing the job, a letter written by the licensed contractor must be submitted to the Building Official with the request to cancel the permit.

It is also the responsibility of the licensed sign contractor to request in writing permit extensions. Sign permits expire after 180 days of no construction activity. Multiple open permits and expired permits will result in a license being put on HOLD by the Building Official.

Contact person for this project :(print)_____________________________________________

Email: ______________________________________________________________________

Master of Record Signature: ______________________________________________________

Property owner or lessee’s signature: _______________________________________________

Local License or State License (circle one)

License Number: __________________

State Contractor License Number: ________________ AC Number: ________________

Telephone ( )_______________ Fax: ( ) _____________ Customer No.: ____________

Company Name: __________________________________________________________________
Brief description of proposed work:

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

Sign Inspector Notes:

______________________________________________________________________________

______________________________________________________________________________