

SIGN PERMIT APPLICATION

Inspection Department, 1 Junkins Ave. Portsmouth, NH 03801
Office Number: (603) 610-7243 (Facsimiles Not Accepted)

Street Address of Sign(s): _____	Map #: _____	Lot #: _____	Zone: _____
Business Name: _____	Phone #: _____		
Business Owner Name: _____	Phone #: _____		
Sign Contractor: _____	Address: _____	Phone #: _____	

EXISTING SIGNS: (On ENTIRE Property)

	#	Qty.	L (In.)	W (In.)	S.F. (S.F.)	Ht.* (Ft.)	Ltg.**	Being Removed?
Flush Attached	1					n/a		y / n
	2					n/a		y / n
	3					n/a		y / n
	4					n/a		y / n
	5					n/a		y / n
Free-Standing	6							y / n
	7							y / n
Monument	8							y / n
Projecting	9							y / n
	10							y / n
Awning	11							y / n
	12							y / n
Other	13							y / n
Temp.	14	-----	-----	-----	-----	----	-----	-----

PROPOSED SIGNS:

	Qty.	L (In.)	W (In.)	S.F. (S. F.)	Ht.* (Ft.)	Ltg.**
1					n/a	
2					n/a	
3					n/a	
4					n/a	
5					n/a	
6						
7						
8						
9						
10						
11						
12						
13						
14						

Existing Signs Total: _____ **SF**

New Signs Total: _____ **SF**

* Height is from ground to sign bottom for Projecting & Awnings, and to sign top for Free-Standing & Monuments.
** Ltg.: **E**=External (Spot/Flood), **I/F**=Internal/Florescent, **I/N**=Internal/Neon

Total the sign areas of all existing sign(s) that are remaining on the property and all new sign(s) here: <i>Do not include any existing signs that are being removed.</i>		
Flushed Attached: _____ SF	Projecting: _____ SF	Awning: _____ SF
Free-Standing/Pylon: _____ SF	Monument: _____ SF	Other: _____ SF
		Temporary: _____ SF
TOTAL SIGN AREA: _____ SF (excludes temporary signs)		
Total # of New Signs: <input style="width: 50px;" type="text"/>	Total # Temporary Signs: <input style="width: 50px;" type="text"/>	

Store front and building dimensions are NEEDED for complete review of application. → Store front Linear Frontage: _____ Feet
→ Building Linear Frontage: _____ Feet

For Office Use:	Allow Area: Factor	1.5	X		Store Frnt. = _____ SF
Factors:	Allow Area: Factor	1.5	X		Bldg. Frnt. = _____ SF
2, 1.5, 1.25 1.0	Governing Area:	_____			

Stipulations / Comments:

*Submit drawing or sketch for each new sign showing sign length, width, and height from the adjacent ground. Also submit a site plan for all Free-Standing and Monument signs. Site plan must show the location of the signs from nearest property line(s), dimensioned in feet.
Illuminated signs require a separate Electric Permit.*

Owner / Applicant: _____ Date: _____
Code Official: _____ Date: _____