

SIGN BUILDING PERMIT APPLICATION – WORK SHEET

CITY OF RAPID CITY

300 SIXTH ST • RAPID CITY, SD 57701

(605) 394-4157

APPLICATION DATE: _____

PROPERTY INFORMATION	CONTRACTOR INFORMATION
LOT ADDRESS _____ OWNER NAME _____ & ADDRESS _____ TEL _____	CONTRACTOR _____ _____ TEL _____
LEGAL DESC _____ _____ _____	ARCHITECT/ SURVEYOR _____ _____ TEL _____
ZONED _____ ACRES _____	ENGINEER _____ _____ TEL _____
SETBACKS _____ EASEMENTS _____ ACCESS FROM _____ PERMIT TYPE _____	ELECTRICAL _____ _____ TEL _____
# OF SIGNS _____ # SQ FT _____ APPEAL # _____ DRAINAGE _____ APPEAL # _____ BASIN CODE _____	
COMMENTS _____ _____ _____ _____	
FLOOD PLAIN? YES <input type="checkbox"/> NO <input type="checkbox"/>	
DATE STRUCTURE WAS BUILT IF HISTORIC REVIEW REQUIRED _____	
APPLICANT INFORMATION	FEE INFORMATION
NAME _____ ADDRESS _____ CITY/STATE _____ TEL _____ RELATIONSHIP TO PROPERTY: <input type="checkbox"/> OWNER <input type="checkbox"/> CONTRACTOR <input type="checkbox"/> OWNERS REPRESENTATIVE	TOTAL COST _____

SIGN INFORMATION

FRONTAGE: LENGTH _____ ALLOWABLE SQ. FOOTAGE _____

NEW SIGNS: Construction drawing, elevation drawing, and site plan required.

SIZE	DIMENSIONS	TYPE	HEIGHT	SETBACK	GROUND CLEARANCE	ON-PREMISE MESSAGE	ILLUMINATION
SF						Y N	Y N
SF						Y N	Y N
SF						Y N	Y N
SF						Y N	Y N
SF						Y N	Y N
SF						Y N	Y N
SF						Y N	Y N
SF	SUBTOTAL					Y N	Y N

EXISTING SIGNS: Describe all existing signs on the premises.

SIZE	DIMENSIONS	TYPE	HEIGHT	SETBACK
SF				
SF				
SF				
SF				
SF				
SF				
SF				
SF	SUBTOTAL			

EXISTING _____ + NEW _____ = TOTAL SIGN SF _____

SITE INFORMATION

ZONING: GC CBD HIST LI LDR MDR NC OC OTHER _____

CHANGE IN SIC CODE: YES NO BUILDING PERMIT REQUIRED: YES NO NOT FOR THIS

SITE TRIANGLE UNOBSTRUCTED: YES NO

HISTORICAL BUILDING: DISTRICT ENVIRONS

HISTORICAL REVIEW REQUIRED: YES NO REVIEW DATE: _____ APPROVED: YES NO

PCD REVIEW REQUIRED: YES NO REVIEW DATE: _____ APPROVED: YES NO

APPLICANT HAS CHECKED FOR EASEMENTS: YES NO

ALL SIGNS IDENTIFIED (LOCATION, SIZE, TYPE): YES NO

OFFICE USE ONLY

APPROPRIATE SIGN INFORMATION PROVIDED: YES NO

APPROPRIATE SITE INFORMATION PROVIDED: YES NO

ACCEPTED DENIED MAY BE APPEALED

COMMENTS: _____

REVIEWED BY: _____ DATE: _____