



CITY OF KNOXVILLE **SIGN PERMIT APPLICATION**

Plans Review & Inspections  
 City County Building  
 400 Main Street, Suite 505  
 Knoxville TN 37902

LOCATION	PROPERTY OWNER
Business Name _____	Owner Name _____
Street Address _____	Street Address _____
City, State, Zip _____	City, State, Zip _____
Subdivision/Shopping Center _____	Phone Number _____
CLT _____ Zoning District _____	Email Address _____

APPLICANT INFORMATION	APPLICANT IS: CONTACT
Name _____	Owner <input type="checkbox"/> Name _____
Street Address _____	Contractor <input type="checkbox"/> Primary Phone _____
City, State, Zip _____	Tenant <input type="checkbox"/> Secondary Phone _____
Phone Number _____	Other <input type="checkbox"/> (describe): _____

PROJECT INFORMATION				
Description of Project:	New <input type="checkbox"/>	Temporary <input type="checkbox"/>	Remodel <input type="checkbox"/>	Maintenance <input type="checkbox"/> Other <input type="checkbox"/>

**PROJECT VALUATION** \$ \_\_\_\_\_ (Includes materials, fabrication and installation costs)

NOTE	TEMPORARY SIGNS
<p>If sign is to be illuminated or otherwise electrified <b>DO NOT PROCEED with electrical work until electrical permit is obtained by a licensed electrical contractor per City of Knoxville Electrical Code Section 10.47.</b></p> <p>Electrical Permit # _____</p>	<p>Temporary Signs are restricted to one attached sign and one detached sign per business. Each sign shall not to exceed 48 s.f. in area. Temporary sign permits are valid for 15 days only.</p> <p>Display Date From: _____ To: _____</p>

SIGN SCHEDULE							
	Sign Type (Ground, Wall, Banner, Etc.)	Size (Dimensions)		Sign Area Sq Ft	Height Ft	Illuminated Y/N	MPC Approval COA
		Height	x Length				
1			x				
2			x				
3			x				
4			x				
5			x				
6			x				

SIGN TOTALS	SETBACKS (GROUND SIGNS)	PRIMARY BLDG ELEVATION
_____ Sq Ft of Existing Signs	_____ Front	_____ Height of Primary Bldg Elevation
_____ Sq Ft of Proposed Signs	_____ Right	_____ Width of Primary Bldg Elevation
_____ Sq Ft of Total Signs	_____ Left	_____ Sq Ft of Primary Bldg Elevation
_____ Maximum Allowed	_____ Rear	
	_____ To Curb	

The applicant of this permit does hereby covenant and agree to comply with the ordinances of this jurisdiction pertaining to said building and site, and to construct the proposed signs in accordance with the plans and specifications submitted herewith, and certify that the information and statement given on this application, drawings, and specifications are to be the best of their knowledge, true and correct. It is understood and agreed by the applicant that any error, misstatement, or misrepresentation of the fact, either with or without intention on his part, such as might, if known cause a refusal of this application or any alternative or change in plans made without approval of the Sign Inspector subsequent to the issuance of the sign permit shall constitute sufficient grounds for revocation of such permit and the outdoor advertising device will be declared illegal.

**THIS APPLICATION EXPIRES 6 MONTHS FROM DATE OF SUBMITTAL**

- Fees must be paid at the time of submittal.
- Fees are calculated at \$75.00 base fee plus \$5.00 per \$1,000 or fraction thereof of total project valuation.
- **TWO (2) COMPLETE SETS OF PLANS** (including Site Plans to comply with Article 8, SECTION 15.1.b of the City Zoning Ordinance) **AND SIGN DESIGN DETAIL MUST ACCOMPANY ALL APPLICATIONS.**

\_\_\_\_\_  
**APPLICANT'S SIGNATURE** \_\_\_\_\_  
**DATE**