

BOROUGH OF LITTLESTOWN
41 SOUTH COLUMBUS AVENUE, LITTLESTOWN, PA 17340 PHONE 717-359-5101

APPLICATION FOR SIGN PERMIT

The undersigned makes application to the Borough of Littlestown for permission to do the following with the understanding that all pertinent provisions of the Borough Zoning Code will be followed:

DATE:	Contractors Registration #	PERMIT #		
Name of Applicant	Applicant's Address	Applicant's Phone Number		
Name of Property Owner	Address of Job Location	Property Owner's Phone Number		
Name of Contractor	Contractor's Address	Contractor's Phone Number		
Description and Location of Work:		Improvement Value/Project Cost		
Location of sign: Attach a drawing of sign; include: Dimensions, Lettering, Lighting, Location on the property, etc.				
Zoning of Property	Estimated Setbacks for Proposed Project			
	Front Yard	Rear Yard	Right Side	Left Side

PLEASE BE AWARE THAT PA LAW REQUIRES A VALID CONTRACTOR CERTIFICATE NUMBER WHICH PROVES ADEQUATE LIABILITY INSURANCE COVERAGE. ASK TO SEE YOUR CONTRACTOR'S CERTIFICATE BEFORE ENGAGING IN REPAIRS

TOTAL AMOUNT OF PERMIT \$35.00

General regulations. The following regulations shall govern signs in all districts. (1) Administration -- (a) Permit required. No sign shall be erected, enlarged, or relocated until a permit for doing so has been issued by the Zoning Officer. Applications shall be on forms provided by the Borough. All applications shall include a scale drawing specifying dimensions, materials, illumination, letter sizes, colors, location on land or buildings, and all other relevant information. (b) Sign permit application. Application for a sign permit shall be made to the Zoning Officer, and shall include the following information: (1) Name, address and telephone number of applicant. (2) Location of building, structure, or lot to which or upon which the sign is to be attached or located. (3) Position of sign in relation to nearby buildings or structures. (4) Name of the person, firm, corporation, or association erecting the sign. (5) Written consent of the owner of the building, structure, or land to which, or on which the sign is to be located. (6) Such other information as the Zoning Officer shall require to show full compliance with this and all other codes and ordinances of the Borough of Littlestown. © Issuance of permit. The Zoning Officer shall examine the application and accompanying information and the premises upon which the sign is to be erected, and if it shall appear that the proposed sign is in compliance with all requirements, the Zoning Officer shall then issue the permit. Such permit shall be valid for a period of 6 months, and all work for which permit was issued shall be completed within that period of time. If work has not been commenced or been completed within that period, the applicant shall apply for another permit.

CALL 337-9837 TO SEE IF YOU NEED AN ADAMS COUNTY BUILDING PERMIT

Printed Name of Issuing Official & Date	Printed Name of Applicant & Date
Signature of the Issuing Official	Signature of the Applicant

CALL THE BOROUGH OFFICE AT 359-5101 FOR INSPECTION IMMEDIATELY UPON COMPLETION