



# SIGN PERMIT APPLICATION

Building Department  
 City of Inkster, Michigan  
 26215 Trowbridge, Inkster, Michigan 48141  
 building@cityofinkster.com  
 Inspection Line: 313-563-7716

**Property Address:** \_\_\_\_\_ **Date** \_\_\_\_\_

**Property Type (Check One):** Residential \_\_\_\_\_ Multi-unit \_\_\_\_\_ Commercial \_\_\_\_\_ Industrial \_\_\_\_\_  
**Indicate Status of Building and Equipment**

\_\_\_\_\_ Existing Bldg \_\_\_\_\_ New Bldg \_\_\_\_\_ New Equipment \_\_\_\_\_ Replacement Equipment

**Contractor Information: If a Contractor is Involved Respond to All Items**

\_\_\_\_\_  
 Name Telephone Number  
 \_\_\_\_\_  
 Address City State Zip

**Owner Information: Respond to All Items; Permit Will Not Be Processed If Incomplete**

\_\_\_\_\_  
 Name Telephone Number  
 \_\_\_\_\_  
 Address City State Zip  
 \_\_\_\_\_  
 Applicant's Email Address

**All of the information listed below may be submitted in a separate detail packet along with mounting details, site plan, and sign renderings. Color and copy of signage must meet ordinance requirements, Planning Department will review.**

**Type of sign (check all that apply): \$100 Face change only. New signs require additional Building, and if illuminated, Electrical permit(s). Those Fees are based on Building and Electrical permit fee schedules.**  
 \_\_\_\_\_ Ground Sign \_\_\_\_\_ Projecting Sign \_\_\_\_\_ Temporary Sign \_\_\_\_\_ Marquee \_\_\_\_\_ Wall Sign  
 \_\_\_\_\_ Banner \_\_\_\_\_ Illuminated \_\_\_\_\_ Message Board \_\_\_\_\_ Awning Sign

<b>Dimensions (fill in all that apply):</b> Sign height _____ Sign Width _____ Bottom of sign to grade _____ Top of sign to grade _____ Square footage of sign (per face) _____ Building frontage (sq. ft.) _____ Square footage of existing signs _____	Face material _____ Frame material _____ Bracket material _____	<table style="width: 100%;"> <tr> <td><b>New Signs:</b></td> <td style="text-align: right;"><b>\$100.00</b></td> </tr> <tr> <td><b>Face change:</b></td> <td style="text-align: right;"><b>\$100.00</b></td> </tr> <tr> <td><b>Temporary sign:</b></td> <td style="text-align: right;"><b>\$30.00</b></td> </tr> <tr> <td><b>Contractor Registration:</b></td> <td style="text-align: right;"><b>\$25.00</b></td> </tr> <tr> <td colspan="2"><b>Application with Base Fee: \$ 90.00</b></td> </tr> <tr> <td colspan="2"><b>Total Permit Fee: _____</b></td> </tr> </table>	<b>New Signs:</b>	<b>\$100.00</b>	<b>Face change:</b>	<b>\$100.00</b>	<b>Temporary sign:</b>	<b>\$30.00</b>	<b>Contractor Registration:</b>	<b>\$25.00</b>	<b>Application with Base Fee: \$ 90.00</b>		<b>Total Permit Fee: _____</b>	
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The sign erector must be bonded and insured (\$25.00 registration fee). An electrical permit is required for all signs designed to be illuminated. A plot plan is required. All signs to meet all currently adopted code and ordinance requirements.

\_\_\_\_\_  
 Owner's Signature Date Contractor's Signature Date

**OFFICIAL USE ONLY. Building:** APPROVED \_\_\_\_\_ NOT APPROVED \_\_\_\_\_ DATE \_\_\_\_\_  
**Planning Department:** APPROVED \_\_\_\_\_ NOT APPROVED \_\_\_\_\_ DATE \_\_\_\_\_

**This is not a permit. Installation may not commence until a sign permit has been issued.**  
**An original application with original signatures is required (no photocopies or facsimiles).**  
**A self-addressed stamped envelope must accompany all mail-in applications.**  
**There is a re-inspection fee of \$40.00 for failed or locked-out inspections.**

REV. July 2018