



Permanent Sign Permit Application

Please contact City Manager, Susan Montenegro
with any questions at (517) 589-8236
Visit our website at www.cityofleslie.org



1. APPLICANT

Name: _____
Applicant's Business Name: _____
Applicant's Business Address: _____
Address of Temporary Sign: _____
Phone Number(s): _____ E-mail: _____

2. PROPERTY OWNER/LANDLORD

☐ Same as Applicant Information (skip to #3)

Name: _____
Address: _____
Phone Number(s): _____ E-mail: _____

3. PERMANENT SIGN INFORMATION

Property is: ☐ Residential ☐ Commercial ☐ Industrial Property Zoned: _____

Existing Sign(s):	Wall Signs	Pole Signs	Ground Signs	Canopy Signs	Projecting Signs
Number of Sign(s):					
Size(s):					
Proposed Sign(s):	Wall Signs	Pole Signs	Ground Signs	Canopy Signs	Projecting Signs
Number of Sign(s):					
Size(s):					

Total Square Footage: _____

(Provide sketch of plot plan on next page)

4. PERMANENT SIGN SUBMITTAL REQUIREMENTS

- ☐ Two copies of the elevations of the proposed signage must be attached to this application for consideration.
- ☐ Two copies of a site sketch plan showing signage location by indicating linear distance in feet from existing building, property lines, and other structures on the property must be submitted. For your convenience, graph lines have been provided on the application, or the plot can be attached to the application.
- I hereby attest that all information on this application is, to the best of my knowledge, true and accurate.
 - Additionally, I hereby grant permission for the City of Leslie Zoning Administrator to enter upon the above mentioned property (or as described in the attachment) for the purposes of gathering information related to this application.
 - Furthermore, I hereby acknowledge that in review of this application, the City of Leslie may require outside services of a planner or engineer to ensure that the requested item(s) for review in this application is compliant to the current zoning laws and policies of the City of Leslie. I, as the applicant, acknowledge that any costs incurred by the City of Leslie as they relate to the review of this application by any of the City's consultants listed above are my responsibility to reimburse and agree to repay the City of Leslie for any and all costs incurred to it in the review of this application.

Fee: Electric \$15 Non-Electric \$10

Signature: _____ Date: _____

Applicant is the: ☐ Owner ☐ Lessee ☐ Optionee ☐ Contractor/Architect

TO BE COMPLETED BY CITY

Date application and fee received: _____ Staff Initials: _____ Receipt #: _____

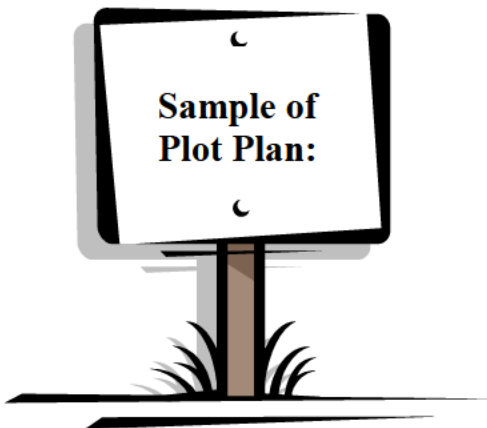
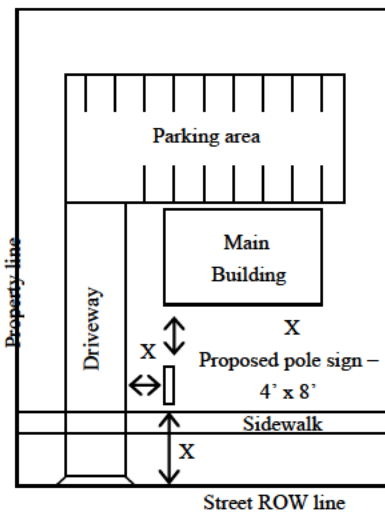
Application is: ☐ APPROVED ☐ DENIED

Explanation: _____

Zoning Administrator: _____ Date: _____

Plot Plan

(Remember to show streets, all structures, easements, driveways, existing signage & property lines)

This image shows a full page of blank graph paper. The grid consists of thin, light gray horizontal and vertical lines that intersect to form small squares across the entire surface. There are no margins, text, or other markings on the paper.