



City of Cibolo
 Planning & Engineering Department
 200 South Main Street
 P.O. Box 826
 Cibolo, TX 78108
 Phone: (210) 658 - 4175

Office Use Only:	
Reviewed by:	
Initials	Date

Updated 5/11/2021

Permit Application - Sign

Please fill out this form completely, supplying all necessary information and documentation to support your request. Your application will not be accepted until the application is completed and required information provided.

Project Address: _____
 Subdivision: _____ Lot No: _____ Block: _____ Tract: _____

Sign Contractor: _____ Contact Name: _____
 Mailing Address: _____
 Phone: Office: _____ Mobile: _____ Fax: _____
 E-Mail Address: _____

Owner: _____
 Mailing Address: _____
 Phone: Office: _____ Mobile: _____ Fax: _____
 E-Mail Address: _____

PERMANENT SIGN INFORMATION:

Check one: Awning Canopy Freestanding Wall Marquee
 Projecting Suspended

Sign Type	Qty	Dimension	Installed Height	Total Area (SF)	Valuation*
Illuminated			ft.		\$
Illuminated			ft.		\$
Illuminated			ft.		\$
Non-Illuminated			ft.		\$
Non-Illuminated			ft.		\$
Non-Illuminated			ft.		\$

* Valuation to include sign cost / labor

FLAGPOLE:

of Flagpoles: _____ Height: _____ Valuation: \$ _____

TEMPORARY SIGN INFORMATION: (banners, feather signs, grand opening signs etc.)

of Signs: _____ Total Area: _____ sq. ft. Dates of Display: _____
 Valuation: \$ _____ From _____ to _____

<p>Permanent Sign Application Checklist: (including but not limited to)</p> <ol style="list-style-type: none"> 1) Site Plan (showing exact location on the property) 2) Elevation drawing or artistic representation to an accurate scale showing the exact sign proposed. To include size, message (text and pictorial) color shape. 3) Plans indicating structural detail of the work (to include all connections, wires, supports, footings, and material etc. to be used). <p>****Refer to Sign Ordinance #1188****</p>	<p>Temporary Sign Application Checklist: (including but not limited to)</p> <ol style="list-style-type: none"> 1) A scaled drawing of the sign including sign height and area. Must include text, graphics, and images to be displayed on the sign. 2) Location of where and how the temporary sign will be displayed.
---	---

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY CITY GUIDELINES, ORDINANCES, CODES, STATE OR LOCAL LAWS PERTAINING TO OR REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

SIGNATURE OF CONTRACTOR / OWNER _____ DATE _____

**Note: Inspection of permitted work may reveal code violations not discovered during plan review.