

Application for Sign Approval

Received



**GAINES
CHARTER
TOWNSHIP**

Gain More.

8555 Kalamazoo Ave SE

Caledonia, MI 49316

(616) 698-6640 • www.gainestownship.org

File Number

Project Address	Street:		City:		Zip:							
Parcel Number(s)	41-22-		41-22-									
Owner/Business Name												
Owner Address	Street:		City:		Zip:							
Phone No. & Email	/											
Installer Name												
Installer Address	Street:		City:		Zip:							
Phone No. & Email	/											
Type of Sign and Illumination												
<i>I grant Township staff permission to enter onto the subject property in review of this application, certify the correctness and knowledge of the information submitted, and agree to comply with the terms and requirements of all applicable Township ordinances.</i>												
Owner Signature												
For Township Use Only												
Project Zone	☐	RR	☐	SR	☐	VR	☐	MFR	☐	VN	☐	NC
	☐	GC	☐	OS	☐	MB	☐	LI	☐	HI	☐	PUD
Zoning	☐	Approved				☐	Approved w/Conditions					
Administrator	☐	Denied				☐	Withdrawn					
Signature							Date					
Notes												

Application for Sign Approval

CHECKLIST FOR ZONING PERMIT- SIGNS	
General Information	
Installer name, address, signature	
Project address and parcel number	
Name and address of the property owner (signature required if owner is not the applicant and applicant is not under contract)	
Name, address, phone number, signature, and email of applicant	
The identification of the type of sign and method of illumination, if any	
The name of business or name of premises to which the sign belongs or relates	
Sign Information	
A scaled drawing of the proposed sign showing the dimensions, display area, and location	
For freestanding signs, a site plan drawn to scale, accurately identifying the location of the proposed sign and setbacks from the nearest public or private street right-of-way and property lines	
Details concerning grade changes, if applicable	
For freestanding signs, the height of the sign	
For wall signs, the height and width of the building wall	
Details concerning sign illumination	