

PERMIT # _____

NOTICE: All sections of this application must be completed upon submittal, or your application will not be accepted. If you have not assigned a contractor/subcontractor to date, please enter TBD in the Contractor Section.

CONTRACTORS AND SUBCONTRACTORS are required to complete a contractor registration that will be good for one (1) year. If your registration has expired, it will need to be renewed at the time of permit application submittal. Please complete a Contractor/Subcontractor Registration form that can be found at ci.moraine.oh.us/building-zoning/ **THE PERMIT WILL NOT BE RELEASED UNTIL YOU HAVE ASSIGNED CONTRACTORS AND THEIR REGISTRATIONS ARE CURRENT.**

Completed application, construction plans including a site plan and your contractor registration can be emailed to bwaters@moraineoh.org or ccarpenter@moraineoh.org. **Contractor Registration Fees and Permit Fees can be paid with MC/Visa by calling 937-535-1038/1039 after submittal or with checks made payable to City of Moraine.**

Applicant Name:		Email:		Phone:	
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(Yes, I have read everything contained in this NOTICE Section and acknowledge what is needed to submit for permit)

Property Address or Parcel ID#:	
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Estimated Construction Cost (include all work for which THIS permit is issued including any permanent equipment):	
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MORAINE PROPERTY /SITE OWNER		TENANT	
Contact Name		Contact Name	
Business Name		Business Name	
Phone #		Phone #	
Complete Address		Complete Address	
Email		Email	
GENERAL CONTRACTOR		TEMPORARY SIGNS 1189.15	
Contact Name		In addition to any other provisions of this chapter, the following provisions apply: (a) Temporary Signs may be erected with permits for up to a maximum period of thirty (30) days during any calendar year. A temporary sign shall not exceed thirty-two (32) square feet per face in size and shall not create a hazard to either auto or pedestrian travel. (b) A permit is required. Permits for temporary signs shall be issued in increments of 5 days, 7 days, 10 days, 15 days, or 30 days. (c) If necessary, temporary signs may be illuminated with permission of the Building & Zoning Administrator. Such illumination shall be provided only by backlighting. (d) The location and placement of temporary signs are subject to the approval of the Building & Zoning Administrator. (e) The leading edge of a temporary sign shall be no closer than 10 feet from the right-of-way.	
Business Name			
Phone #			
Complete Address			
Email			
Moraine Registration #			

SEPARATE PERMIT REQUIRED FOR ELECTRIC

Sign Information (additional signs entered on page 2)

Building Use & Occupancy Classification
(per 2007 Ohio Building Code) Please Circle One

Assembly	A-1	A-2	A-3	A-4	A-5
Business	B				
Educational	E				
Factory Industrial	F-1	F-2			
High Hazard	H-1	H-2	H-3	H-4	H-5
Industrial	I-1	I-2	I-3		
Mercantile	M				
Residential	R-1	R-2	R-3	R-4	
Storage	S-1	S-2			
Utility/Misc.	U				

Temp Sign Dates

_____ to _____

_____ to _____

_____ to _____

_____ to _____

Const. Type

IA IB IIA IIB IIIA
IIIB IV VA VB

Sign Description/Location	_____
Yes No	Temporary Sign
Yes No	Real Estate Sign
Yes No	Commercial Advertising
Yes No	Protruding/Projecting from Wall
_____	New Sign, Face Change or Temporary Sign
_____	Sign Construction (Wall, Free Standing, Roof)
_____	Area Wall Sign is on (sqft)
_____	Total Sides
_____	Total Square Footage
_____	Total Existing Commercial Advertising on Premises (sqft)
_____	Zoning District M (calculate bldg. floor area or advertised activity, sqft)
_____	Zoning District B (calculate bldg. or premises frontal width, sqft)

SEPARATE PERMIT REQUIRED FOR ELECTRIC

Property Address or Parcel ID#:

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OFFICE USE ONLY-DO NOT COMPLETE

City Lot # _____	Variance Y or N _____	Zoning Dist _____	Zoning Approval _____	Yes <input type="checkbox"/> No <input type="checkbox"/>	Permit Approved _____	Application Processed By _____	Date _____
Quantity (New Signs) _____	\$ _____	Base Cost (New Signs) _____	\$ _____	Subtotal _____	\$ _____	3% State Surcharge _____	\$ _____
Quantity (Face Changes) _____	\$ _____	Base Cost (Face Changes) _____	\$ _____	Subtotal _____	\$ _____	Permit Fees (Face Changes) _____	\$ _____
Quantity (Temporary Signs) _____	\$ _____	Base Cost (Temporary Signs) _____	\$ _____	Subtotal _____	\$ _____	Permit Fees (Temporary Signs) _____	\$ _____
TOTAL PERMIT FEES:							\$ _____
Application Date _____	Application # _____	Permit Closed in Accela _____	Application Scanned _____	Date Paid _____	Receipt # _____	Drawings Scanned _____	
Permit Date _____	Permit # _____	Emailed Applicant _____					