

**TOWN OF CHAPIN  
SIGN PERMIT APPLICATION**

**DATE SUBMITTED:** \_\_\_\_\_ **PERMIT#** \_\_\_\_\_ **FEE:** \_\_\_\_\_

**APPLICANT:** \_\_\_\_\_

**APPLICANT SIGNATURE & DATE** \_\_\_\_\_

**BUSINESS:** \_\_\_\_\_

**BUSINESS ADDRESS:** \_\_\_\_\_

**HOME ADDRESS:** \_\_\_\_\_

**TELEPHONE #** \_\_\_\_\_

**E-MAIL ADDRESS:** \_\_\_\_\_

**PURPOSE OF SIGN:** \_\_\_\_\_

\_\_\_\_\_

**LOCATION OF SIGN:** \_\_\_\_\_

\_\_\_\_\_

**A DIAGRAM SHOWING SIGN DIMENSIONS AND LOCATION OF SIGN OR SIGNS (SETBACKS) MUST ACCOMPANY THIS FORM.**

**BUSINESS OWNER AUTHORIZATION:** \_\_\_\_\_

**DATE:** \_\_\_\_\_ **APPROVAL:** \_\_\_\_\_

Zoning Administrator

**OTHER CONDITIONS:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**TOWN OF CHAPIN  
SIGN PERMIT FEES**

<b>EACH SIGN UP TO TWELVE (12) SQUARE FEET</b>	<b>\$10.00</b>
<b>EACH SIGN FACE BETWEEN TWELVE &amp; FIFTY SQ. FT.</b>	<b>\$25.00</b>
<b>EACH ADDITIONAL SQUARE FOOT OF SIGN AREA OVER FIFTY SQUARE FEET.</b>	<b>\$ 2.00</b>

**PLEASE REFER TO THE SIGN ORDINANCE SECTION OF THE TOWN OF  
CHAPIN ZONING ORDINANCE TO DETERMINE WHAT SIGNAGE IS  
PERMITTED IN YOUR ZONING CATEGORY.**

**ALL SIGNS PLACED IN CHAPIN MUST HAVE APPROVAL.**

**MAXIMUM SIGN HEIGHT IN CHAPIN IS 8 (EIGHT FEET).**

**QUESTIONS CAN BE ANSWERED BY CALLING 803-575-8045.**