

Plans must be filed and approved by the Building Inspector, before a permit of erection will be granted. NOTIFY THE BUILDING INSPECTOR WHEN SIGN OR BILLBOARD HAS BEEN COMPLETED.

No. _____

**APPLICATION
For
PERMIT TO ERECT SIGN OR BILLBOARD**

LAWRENCE _____ 20____

To the Inspector of Buildings _____, the undersigned hereby applies for a permit to build according to the following specifications:

1. Owner's name and address of billboard _____
2. Owner's name and address of property _____
3. Architect's name _____
4. Mechanic's name and address _____
5. What is the location? No. _____ Street _____ Ward _____
6. What is the purpose of the building? _____
7. What is the purpose of the structure? _____
8. Material of the roof? _____
9. Material of the roof? _____
10. Size of structure. Length (ft.) _____ Height (ft.) _____
11. Building; No. of stories? _____
12. Proposed location of structure _____ Roof _____ Wall _____ Ground _____
13. No. of tenements _____ No. of stores _____
14. Height (in feet) from the level of the ground to the highest point of the sign _____
15. Height (in feet) from the level of the ground to the lowest point of the sign _____
16. Have you filed plans for this structure? _____
17. How near is the building to the street line? _____
18. Have you examined the roof design? _____
19. Size of roof rafters _____ Span _____ Distance on centers _____
20. Is it a corner or interior lot? _____
21. Will any portion project over any street line or way? _____
22. Weight of structure _____
23. Size of shoe on roof _____ Wood _____ Iron _____
24. Span _____ Distance on center _____
25. Size of vertical members _____ Angles _____ Channels _____ I Beams _____
26. Did you have roof computed for carrying capacity? _____
27. Will roof sustain this structure? _____
28. What is the means of access to the roof? _____
29. If ground board, no. of deadmen _____ Depth _____ material _____
30. If wall board, main supports _____
31. What is the material of the building foundation? _____
32. Is the roof flat, pitched, mansard, or gambrel? _____
33. Will the structure conform to the requirements of the law? _____
34. No. of feet over sidewalk _____
35. No. of signs _____
36. Estimated cost _____

Signature of owner or authorized Agent _____

REMARKS

No. _____

CITY ORDINANCE SECTION 25-10
COMPLIANCE SIGN OFF LIST

APPLICATION

for

PERMIT TO ERECT SIGN OR
BILLBOARD

ALL PAYMENTS REQUIRED BEFORE ISSUANCE OF PERMITS OR LICENCES

Property Location

Building Owner's Name

Owner's Street Address

Telephone Number

City, State, Zip Code

Property Owner _____

Billboard Owner _____

Location _____

.....

Tax Collector _____
(Rm. 101)
TAXES Stamp Signature Date

Water Dept. _____
(Rm. 205)
WATER Stamp Signature Date

Inspectional _____
Services Stamp Signature Date
(Rm. 209)
TRASH

PERMIT GRANTED

_____ 20 _____

.....

Approved by:

Inspector of Buildings

All sign offs must include Department stamps, signatures and date. No photocopies will be accepted. This sign off list must be attached to all permits or license applications.