



CITY OF BRYAN
The Good Life, Texas Style

APPLICATION FOR PERMIT TO INSTALL SIGN

FOR OFFICE USE ONLY

Permit No. _____

Date Submitted _____ Staff _____

Fees: _____

TYPE/CLASS OF SIGN:

- WALL/ATTACHED AWNING FREESTANDING BANNER (2 wks period)
(max. 6 weeks)

MINIMUM SUBMITTAL REQUIREMENTS:

For All Signs

- \$25 Review Fee
- \$50 Contractor Registration Fee (if applicable.)
- Application completed in full.
- Will the installation of this sign require the closure of any public street? Yes No
If you answered yes to the previous question a traffic control plan may be required for approval prior to the installation of the proposed sign. Please contact Cindy Menchaca via email cmenchaca@bryantx.gov to coordinate street closure
- If this permit requires any type of electrical work the permit must be picked up by an electrical sign contractor.**

For Attached Signs

- One (1) copy of all proposed and existing sign graphics (including all dimensions).
Please include a graphic of any existing signage attached to the structure, including dimensions.
- One (1) copy of the sign placement elevations.

For Freestanding Signs

- One copy of the site plan (Aerial photo will suffice.)
Please show the location of the proposed freestanding sign.
- One copy of the sign graphic. (Including all dimensions).

For Banner Signs

- One copy of the banner graphic. (Including dimensions)
- One copy of the banner placement elevation.
- Proposed two-week display period. _____

NOTE:

TO THE CHIEF BUILDING OFFICIAL OF THE CITY OF BRYAN, TEXAS:

THE UNDERSIGNED, IN ACCORDANCE WITH THE PROVISIONS OF THE BUILDING LAWS OF THE CITY OF BRYAN, TEXAS, HEREBY APPLIES FOR A PERMIT TO INSTALL A SIGN AT THE FOLLOWING PROPERTY:

NAME OF PROJECT: _____

ADDRESS/LEGAL DESCRIPTION: _____

PROPERTY OWNER: _____ PHONE NUMBER: _____

Current Zoning Classification: _____

GENERAL DESCRIPTION OF SIGN:

APPLICANT/PROJECT MANAGER (Primary contact for the project):

Name: _____ Email: _____

Address: _____

City: _____ State: _____ Phone Number: _____

CONTRACTOR INFORMATION:

Sign Contractor: _____ Email: _____

Address: _____

City: _____ State: _____ Phone Number: _____

Estimated time of completion: _____ Days _____ Hours

ELECTRICIAN (if any signage included as part of this application qualifies as an electrical sign – neon gas tubing, freestanding electrical signs, attached electrical signs, etc. - **an electrical sign contractor must pick up the permit.**)

Description of Electrical Work: _____

Note: Except in the case of a banner permit, the sign contractor installing the sign must pick up the permit.

ATTACHED SIGN **BANNER:**

Length of building facade (feet): _____ Area of proposed sign: _____

Individual Letter Height (attached signs) _____

ILLUMINATED **NON-ILLUMINATED**

Note: If any signage included as part of this application qualifies as an electrical sign, an electrical sign contractor must pick up the permit.)

FREESTANDING SIGNS:

Length of street frontage (along longer roadway if site is located on a corner): _____ Sq. Ft. of total sign area: _____

Distance from the right-of-way to edge of proposed sign: _____ Total Height: _____

Sign support system: _____

ILLUMINATED **NON-ILLUMINATED**

Note: If any signage included as part of this application qualifies as an electrical sign, an electrical sign contractor must pick up the permit.)

Signature of Contractor

Date

*This application will be reviewed and notice of decision will be delivered within 10 business days by the designee of the Chief Building Official. Appeals of such decisions may be directed to the Chief Building Official.
Please refer to Chapter 98 of City of Bryan Code of Ordinances.*

APPROVED **DENIED**

BY: _____

DATE: _____

Special Instructions / Reasons For Denial Of Application:

