

PERMIT # \_\_\_\_\_

# TEMPORARY PROMOTIONAL PERMIT APPLICATION

BANNER

REAL ESTATE

SECTION 1223



CITY OF WESTLAKE  
BUILDING DEPARTMENT  
27700 HILLIARD BLVD.  
WESTLAKE, OHIO 44145  
PHONE (440) 617-4105  
FAX (440) 617-4144

OFFICE USE ONLY

Date Approved: \_\_\_\_\_

Date Permit Issued: \_\_\_\_\_

Permit Fee:

Up to 25 Sq. Ft: \$ 10.00

Excess 25 up to 32 Sq. Ft. 25.00

TOTAL PERMIT COST: \$ \_\_\_\_\_  
# 1000502.4330

PAYMENT METHOD:

CASH  CHECK

**Print ALL information in ink. Applicant to complete all parts. Incomplete applications will delay permit processing. The Westlake Building Department does not enforce deed restrictions, covenants, or subdivision regulations.**

### PROPERTY OWNER INFORMATION

BUSINESS NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

LOCATION: \_\_\_\_\_

PHONE: \_\_\_\_\_

PERMANENT PARCEL #: \_\_\_\_\_

(If parcel number is unknown, please call (216) 443-7091)

ZONING DISTRICT \_\_\_\_\_

### CONTRACTOR INFORMATION

(Not required if owner is performing ALL work)

COMPANY NAME: \_\_\_\_\_

REGISTRATION NUMBER: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

CONTACT PHONE: \_\_\_\_\_

ALTERNATE PHONE: \_\_\_\_\_

FAX NUMBER: \_\_\_\_\_

ESTIMATED COST OF SIGN: \_\_\_\_\_

### INSTRUCTIONS

1. Draw description of temporary banner including dimensions or attach picture.
2. Maximum of two **THIRTY DAY** temporary promotional permits permitted annually.
3. Signs/banners shall not be located in public right of way, yards, or roofs.
4. Temporary banners shall be securely placed only on the building's front wall.
5. Temporary signs/banners are not to be illuminated.
6. Portable signs are not permitted.

**CC: PROPERTY MAINTENANCE**

Draw description of sign/banner:

TOTAL SQUARE FOOTAGE OF SIGN/BANNER: \_\_\_\_\_ HEIGHT \_\_\_\_\_ LENGTH \_\_\_\_\_

The above is a true description of the sign. The acceptance of the permit herein applied for shall constitute an agreement on my part to abide by all conditions herein contained and also to comply with all ordinances set forth by the City of Westlake, and the laws of the State of Ohio relating to the work to be done thereunder and said agreement is a condition of said permit.

APPLICANT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_