



Sign Permit



SIGN INFORMATION

Please select the type of sign(s) you are applying for and fill out the corresponding information.

Permanent Signs	# Signs	Illuminated (1)	Weight (2)	Dimensions
<input type="checkbox"/> Wall a sign attached to/painted on a bldg. (up to 10% of a façade)		<input type="checkbox"/> yes <input type="checkbox"/> no	lb	façade area: _____ sq ft sign area: _____ sq ft
<input type="checkbox"/> Awning lettering/logos on awning (up to 10% of awning area)		not applicable	not applicable	awning area: _____ sq ft sign area: _____ sq ft
<input type="checkbox"/> Freestanding a sign on a support structure unattached to a building		<input type="checkbox"/> yes <input type="checkbox"/> no	lb	sign area: _____ sq ft height (3): _____ ft
<input type="checkbox"/> Freeway a tall sign within 800 ft south / 1,000 ft north of I-84 median		<input type="checkbox"/> yes <input type="checkbox"/> no	lb	sign area: _____ sq ft height (3): _____ ft
<input type="checkbox"/> Monument a sign set on the ground at the entrance to a subdivision		<input type="checkbox"/> yes <input type="checkbox"/> no	lb	sign area: _____ sq ft height (3): _____ ft
<input type="checkbox"/> Other		<input type="checkbox"/> yes <input type="checkbox"/> no	lb	

Temporary Signs	# Signs	Restrictions	Notes
<input type="checkbox"/> Portable a sign that is easily movable and is not affixed to ground		may be displayed during open hours must be stowed away when closed	(1) If a sign is to be illuminated, an electrical permit may be required
<input type="checkbox"/> Sales Event for non-residential sales events (banner or freestanding)		up to 60 days over a 12 month period must be located on the property	(2) If the weight of a sign exceeds 20 pounds, a building permit is required
<input type="checkbox"/> Other		must be located on the property	(3) Height is defined as the vertical distance from grade to the highest point of the sign or sign structure

SUBMITTAL

Checklist

- Land Use Cover Sheet
- two (2) sets of plans
- additional info (listed below)
-
-
-
-
-

Review Fee (\$100)

Total Value of All Signs: _____ Application Fee: _____

Applicant Certification

I have completed this form to the best of my knowledge and hereby authorize the City of Troutdale ("City") to process this application and review the submittal according to all governing standards. I acknowledge that the City reserves the right to require additional information if requested.

Signature: _____ Date: _____

OFFICE USE	File Number: _____	Fee Paid: _____	Receipt # _____
	Notes: _____	Updated: 01/2020	