

# SIGN PERMIT APPLICATION

Inspection Department, 1 Junkins Ave. Portsmouth, NH 03801  
Office Number: (603) 610-7243 **(Facsimiles Not Accepted)**

Street Address of Sign(s): \_\_\_\_\_

Business Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Business Owner Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Sign Contractor: \_\_\_\_\_ Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

**EXISTING SIGNS:**

**PROPOSED SIGNS:**

	#	Qty.	L (In.)	W (In.)	S.F. (S.F.)	Ht.* (Ft.)	Ltg.**	Being Removed?		Qty.	L (In.)	W (In.)	S.F. (S. F.)	Ht.* (Ft.)	Ltg.**
Wall / Attached	1					n/a			1					n/a	
	2					n/a			2					n/a	
	3					n/a			3					n/a	
	4					n/a			4					n/a	
	5					n/a			5					n/a	
Free- Standing	6								6						
	7								7						
	8								8						
	9								9						
	10								10						
Projecting	11								11						
	12								12						
Awning	13								13						
	14								14						
Canopy	15								15						
Parapet	16								16						
Roof	17								17						
Marquee	18								18						
Spl. Event	19	-----	-----	-----	-----	-----	-----	-----	19						
Temp.	20	-----	-----	-----	-----	-----	-----	-----	20						

**Existing Signs Total:** \_\_\_\_\_ **SF**

**New Signs Total:** \_\_\_\_\_ **SF**

\* Height is from ground to sign bottom for Projecting & Awnings, and to sign top for Free-Standing & Monuments.

\*\* Ltg.: **E**=External, **I/F**=Internal/Florescent, **I/N**=Internal/Neon, **H**=Halo, **LED**=Light Emitting Diode

**Total the sign areas of all existing sign(s) that are remaining on the property and all new sign(s) here:**  
*Do not include any existing signs that are being removed.*

Wall Attached: _____ SF	Awning: _____ SF	Roof: _____ SF
Spl. Event _____ SF	Canopy: _____ SF	Marquee: _____ SF
Free-Standing: _____ SF	Parapet: _____ SF	Temporary: _____ SF
Projecting: _____ SF		

**TOTAL SIGN AREA:**        **SF** (excludes temporary signs)

Total # of New Signs:        Total # Temporary Signs:       

**Store front and lot frontage dimensions are NEEDED for** \_\_\_\_\_ **Lot Frontage:** \_\_\_\_\_ Feet  
**complete review of application.** \_\_\_\_\_ **Store Front Linear Frontage:** \_\_\_\_\_ Feet

Submit drawing or sketch for each new sign showing sign length, width, and height off of ground. Submit a site plan for all freestanding and monument signs. Site plan shall show the location of freestanding signs from nearest property line(s) dimensioned in feet.

**Illuminated signs require a separate Electric Permit.**

Owner / Applicant: \_\_\_\_\_

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