

SIGN APPLICATION	CITY OF HELEN PO BOX 280 HELEN, GEORGIA 30545 <small>The City of Helen is an equal opportunity employer and provider.</small> 706-878-2733 Jonah Casper, Building/Zoning Admin 706-970-1818	PERMIT NUMBER _____ \$25.00 NON REFUNDABLE FEE \$75.00 PERMIT FEE (if approved) OCCUPATIONAL TAX # _____
-------------------------	--	--

NAME OF APPLICANT & BUSINESS	ADDRESS	CITY
	STATE	ZIP

NAME OF SIGN COMPANY	ADDRESS	CITY	TOTAL VALUE
	STATE	ZIP	PHONE

TYPE HANGING MURAL FREESTANDING OTHER (SPECIFY)

SIZE 6 SQ. FT. WALKING AREA 24 SQ. FT. DRIVING AREA OTHER

IS AN "OPEN" , "CLOSED" SIGN BEING APPLIED FOR YES NO
 (MUST BE SAME COLOR AND DESIGN OF BUSINESS SIGN AND 6 X 12 INCHES OR SMALLER)

SPECIAL JUSTIFICATION BY APPLICANT FOR SECOND SIGN, IF REQUIRED.

1. THE HELEN CITY CODE, CHAPTER 34, ARTICLE VII, WHICH IS AVAILABLE AT CITY HALL FOR YOUR REVIEW, REGULATES THE DESIGN, ERECTION AND DISPLAY OF SIGNS IN THE CITY.
2. AN EXACT, TO SCALE, COLOR RENDERING OF THE PROPOSED SIGN, AND A SITE PLAN SHOWING THE LOCATION OF PROPOSED SIGN ON PROPERTY OR BUILDING MUST BE ATTACHED TO THIS APPLICATION AT TIME SUBMITTED.
3. APPLICATION MUST BE RECEIVED BY CITY HALL AT LEAST THREE (3) WORKING DAYS PRIOR TO THE MEETING DATE OF THE PLANNING AND DESIGN REVIEW BOARD.
4. DOUBLE FEE WILL BE CHARGED FOR SIGN(S) ERECTED WITHOUT AN APPROVED PERMIT.
5. PERMIT VALID FOR 90 DAYS TO COMPLETE APPROVED WORK FOR PERMITTED SIGN

STATEMENT BY APPLICANT: "I HAVE REVIEWED, UNDERSTAND, AND AGREE TO ABIDE BY THE PROVISIONS OF CHAPTER 34, ARTICLE VII OF THE CITY CODE."

SIGNATURE _____ **DATE** _____

FOR OFFICIAL USE ONLY -- DO NOT WRITE BELOW THIS LINE

BOARD'S COMMENTS; CONDITIONS FOR APPROVAL; OR REASON FOR DENIAL:

BOARD MEMBERS REVIEWING THE APPLICATION		
DATE:		
_____ APPROVED		
_____ DISAPPROVED		

FINAL INSPECTION: INSPECTORS NAME _____ DATE _____ DECAL # _____

PAYMENT OF OCCUPATIONAL TAX MUST BE MADE PRIOR TO APPLYING FOR A SIGN PERMIT