

**OFFICE OF THE CLERK  
VILLAGE OF NEW AUBURN**

**130 Elm St E | PO Box 100 | New Auburn, WI 54757-0100**  
Phone: 715-237-2223 | Fax: 715-237-2334 | www.newauburn-wi.com

**SIGN PERMIT APPLICATION**  
Village Zoning Code 22.23 (3)

Street: \_\_\_\_\_ LICENSE FEE \$ 50.00 Application #: \_\_\_\_\_

TO THE VILLAGE CLERK FOR SUBMISSION TO THE BUILDING INSPECTOR: The undersigned hereby applies for a Sign Permit to do work herein described and located on this application (attach a drawing of your lot, existing buildings, proposed plans and setbacks). The undersigned agrees that all work will be done in accordance with the Zoning Ordinance, including Zoning 22.23 and all other Ordinances of the Village of New Auburn, and with all Laws of the State of Wisconsin applicable to said premises.

Owner \_\_\_\_\_ Date \_\_\_\_\_ Agent \_\_\_\_\_ Date \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

<b>LEGAL DESCRIPTION OF PROPERTY</b>	LOT: _____	BLOCK: _____
Subdivision, Addition or Replat: _____		
Description if Unplatted: _____		
_____		

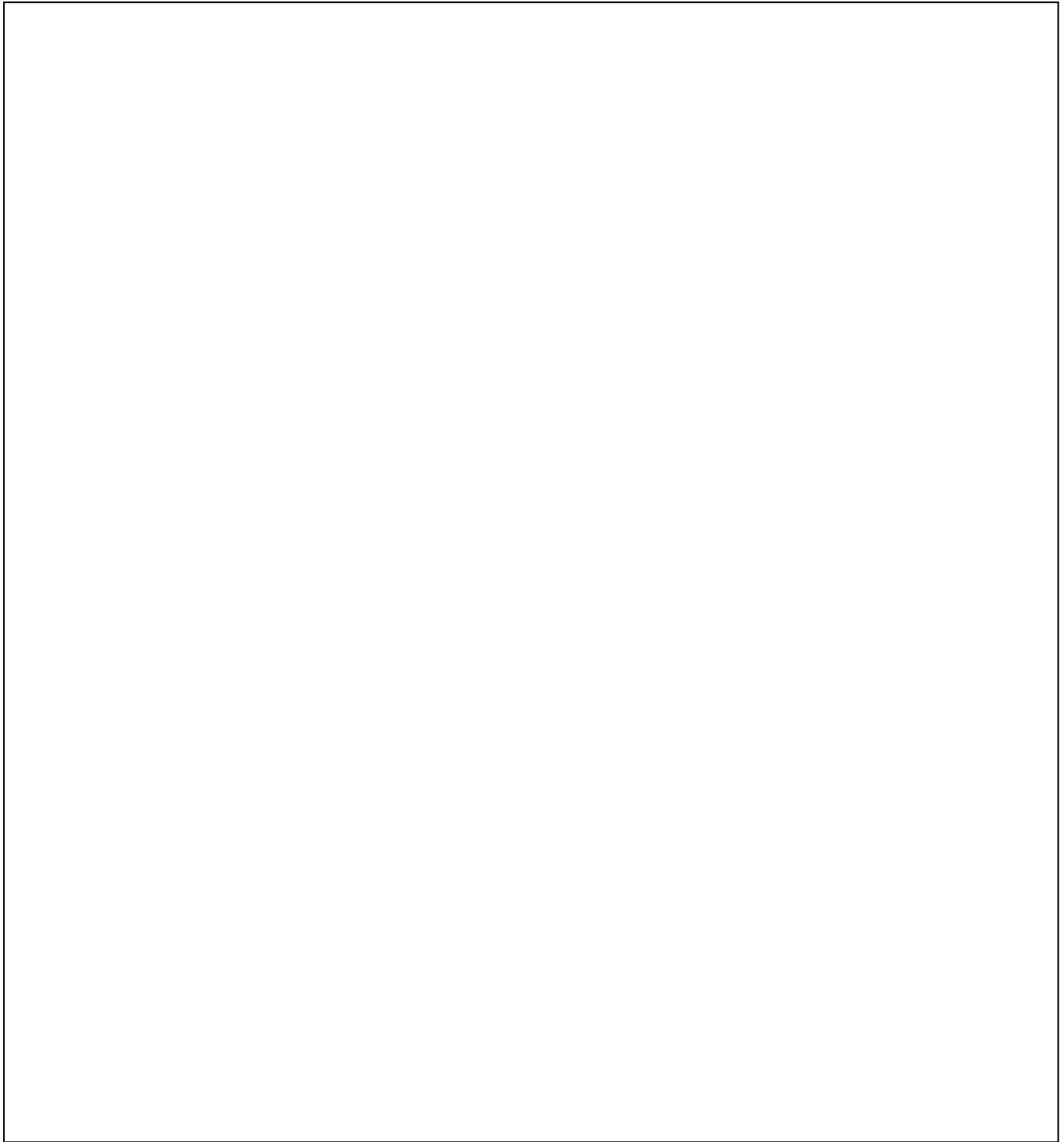
**USE** Zoning District: \_\_\_\_\_

Premises to be occupied as: \_\_\_\_\_

Name address and telephone number of the sign owner, the property owner where the sign is or will be located, and the sign contractor of the proposed sign:

On the next page, present clear and legible drawings with description and nominal dimensions of the proposed sign, the construction, size dimensions and kind of materials to be used in such structure. The site plan shall show the buildings on the premises upon which the structure is to be erected and maintained together with location, setbacks, size, and types of existing signs on the premises where the proposed sign is to be located. All dimensions shall be indicated for the sign and the site plan elements.

**SIGN PERMIT APPLICATION**



**Evidence of Liability, Insurance Policy or Bond as required by Section 22.23 (3) (F):** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## SIGN PERMIT APPLICATION

SIGN APPLIED FOR:	YES	NO
On-Premises 22.23 (2) (T)		
Off-Premises 22.23 (2) (s), (11) (E) {Billboard, changeable message sign}		
Area of Sign in Square Feet 22.23 (2) (B), (C), (F), and (N)		
Directional Sign 22.23 (2) (G)		
Electric Sign 22.23 (2) (H)		
Flashing Sign 22.23 (2) (I), (7) (B)		
Ground Sign 22.23 (2) (L), (10) (A)		
Height of Sign 22.23 (2) (N)		
Illuminated Sign 22.23 (2) (O), (7) (D)		
Portable Sign 22.23 (2) (U), (11) (D)		
Swinging Sign 22.23 (2) (Y), (7) (C), (9) (E)		
Wall Sign 22.23 (2) (Z), (10) (D)		
Window Sign 22.23 (2) (AA), (10) (E)		
Construction 22.23 (8) Required		
Facing Residential District 22.23 (10) (C) 25' minimum distance requirement		

**ADDITIONAL INFORMATION REQUIRED BY BUILDING INSPECTOR:**

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\_\_\_\_\_  
Building Inspector Signed

\_\_\_\_\_  
Date

OFFICE USE ONLY				
Date Received	Date to Bldg Insp	Application Approval Yes / No If No, Reason: _____	Bldg Insp. Signature	
\$ Print Fee Paid	Date Paid	<input type="checkbox"/> Check <input type="checkbox"/> Cash <input type="checkbox"/> Other	Permit No. Issued	Date Issued

<sup>i</sup> Indemnification for Sign Installation and Maintenance. All persons engaged in the business of installing or maintaining signs which involves in whole or in part, the erection, alteration, relocation, maintenance of a sign or other sign work, in, over or immediately adjacent to a public right-of-way or public property used or encroached upon by the sign contractor, shall agree to hold harmless and indemnify the Village of New Auburn, its officers, agents, employees, from any and all claims of negligence resulting from erection, alteration, relocation, maintenance of this sign or any other sign work insofar as this Ordinance has not specifically directed the placement of the sign.