



SIGN PERMIT APPLICATION

Lemoyne Borough, Cumberland County, Pennsylvania

Date Issue _____ 20____ Permit Number _____

Applicant Name _____

Applicant Address _____

Phone _____ Fax _____

Email _____

Project Address _____

Estimated Cost (please attach copy of invoice) _____

Zoning District of Project Location _____

Description of Sign (check all that apply)

- | | |
|---|---|
| <input type="checkbox"/> Billboard | <input type="checkbox"/> Business Identification Sign |
| <input type="checkbox"/> Illuminated Sign | <input type="checkbox"/> Permanent Sign |
| <input type="checkbox"/> Temporary Sign | |
| <input type="checkbox"/> Modify Existing Sign (specify) _____ | |
| <input type="checkbox"/> Sign Replacement (specify) _____ | |

Sign Height (ft.) _____

Sign Size (sq. ft.) _____

Is relief from any portions of the zoning ordinance required in association with construction of this sign? ☐ Yes ☐ No

If yes, please specify _____

Note: if the sign does not comply with all requirements of the Zoning Ordinance, the Applicant must also file a Zoning Hearing Request.

Contractor Name _____

Contractor Address _____

Contractor Phone _____ Contractor Fax _____

Contractor Email _____

Lessee Name (if applicable) _____

Lessee Address _____

Lessee Phone _____ Lessee Fax _____

Lessee Email _____

Attach drawings and specifications for the proposed sign, and a plot plan, drawn to scale, showing the sign's location relative to sidewalks, buildings, setback lines, street right-of-way lines, overhead utility lines, buildings, and other pertinent site features.

Date of Sign Installation (mo/yr) _____ 20 _____

Date of Sign Removal (mo/yr) _____ 20 _____

☐ Per Sign **\$125** _____

Permanent/sidewalk sign (plus cost of review by structural engineer, if needed)

☐ Temporary Sign (pro-rated based on a 12-month calendar year)

\$140 per premise or business..... _____

NOTE: Plan review and Inspection are NOT included and are conducted by a third-party.

Upon approval, the Borough's fees and the third-party fees must be paid in full before the Building Permit is issued.

Signature of Applicant _____

Date _____ 20 _____

(For Borough use only below this line)

Fee \$ _____

Check No. _____

Fee Received By _____

Date _____ 20____

Application No. _____

SIGN PERMIT

Lemoyne Borough, Cumberland County, Pennsylvania

The Borough of Lemoyne hereby authorizes

(Applicant Name) _____

to construct, replace, or modify a (check one)

☐ Temporary Sign

☐ Permanent Sign

at the following location:

(Project Address) _____

in accordance with application number _____, dated _____ 20____
and the latest revisions of all plans and specifications submitted therewith.

For Temporary Signs Only

The sign may be erected during or after (mo/yr) _____ and must be
removed during or before (mo/yr) _____.

Signature of Borough Official _____ Date _____ 20____

Printed Name of Borough Official _____

Signature of Applicant _____ Date _____ 20____

Printed Name Applicant _____

SIGN PERMIT APPLICATION SUBMISSION CHECKLIST

Lemoyne Borough, Cumberland County, Pennsylvania

Applicant	Borough	
<input type="checkbox"/>	<input type="checkbox"/>	2 Completed Applications for Sign Permit
<input type="checkbox"/>	<input type="checkbox"/>	Required Review Fee
<input type="checkbox"/>	<input type="checkbox"/>	3 Copies of plot plan
<input type="checkbox"/>	<input type="checkbox"/>	3 Copies of Sign Drawings
<input type="checkbox"/>	<input type="checkbox"/>	3 Copies of Specifications, if required
<input type="checkbox"/>	<input type="checkbox"/>	2 Copies Zoning Permit Application
<input type="checkbox"/>	<input type="checkbox"/>	2 Copies Zoning Hearing Application, if required

